

Creating Interface Service Accounts

OBJECTIVE

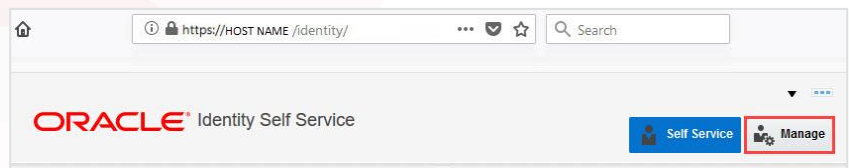
The objective of this guide is to assist System Administrators in creating Interface Service Accounts for OPERA Cloud.

Step Description

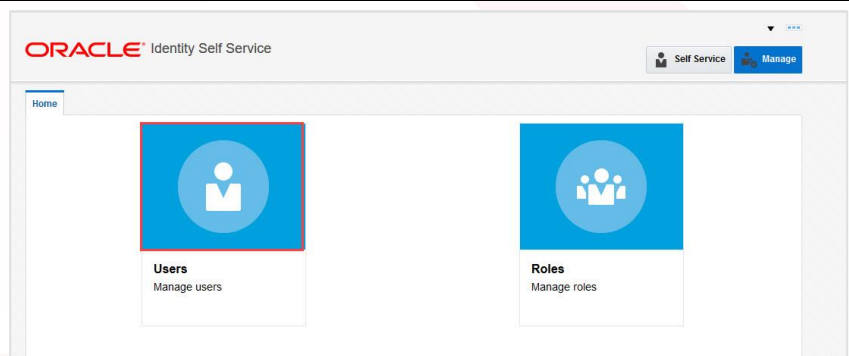
1. Navigate to and log into the Oracle Identity Self Service portal.

Click on the **Manage** button.

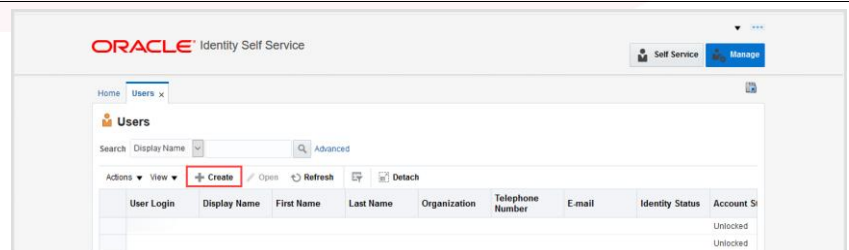
Note: The **Oracle Identity Self Service** URL is listed in the Welcome Letter received by your designated OPERA Property Administrator.



2. Click on the **Users** tile.



3. Click the **Create** button.



4. Complete required fields in the **Basic Information** section.

- **First Name:** Enter a descriptive name for the interface type
- **Last Name:** Enter enterprise name, chain name, or property name.
- **E-Mail:** It is important to have a valid email for every OPERA user being created. Oracle recommends utilizing an email distribution list (group email address) to ensure password expiry emails are received. Do not use an email from the @oracle.com domain.
- **Organization:** Organization name for an interface user is always prefixed with the letter 'I', such as **I<CHAIN>** or **I<ENTERPRISE>**
- **User Type:** Other


Note: The **Tenant Code** will populate based on the Organization selected.

5. Complete information in the **Account Settings** section.

- Enter the **User Login** code for the Interface User

Note: Although there are no established username standards for interface users, it is suggested that the username reflects the interface which utilizes it.

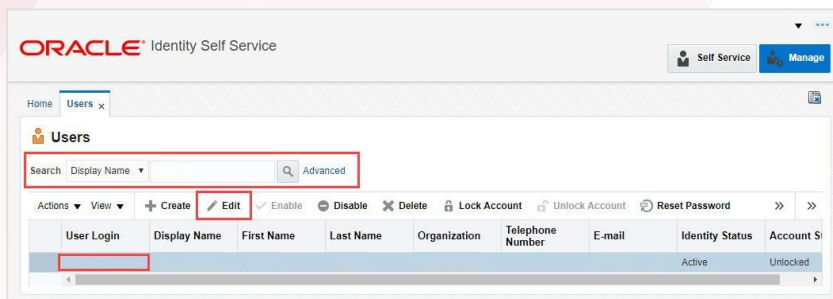
- Follow the applicable password policy rules when creating the **Password**.

Note: Password requirements may be viewed by clicking on the  icon.

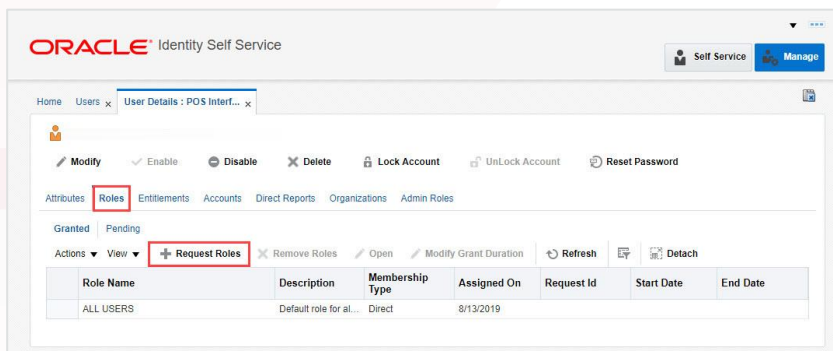
6. Click on the **Submit** button when finished.

Note: The user will receive an automated email, containing their username and password. The Property must provide the user with the OPERA Cloud URL.

7. When returned to the **Users** tab:
- Search for the **User Account**
 - Highlight the desired **User Account**
 - Click on the **User Login** hyperlink



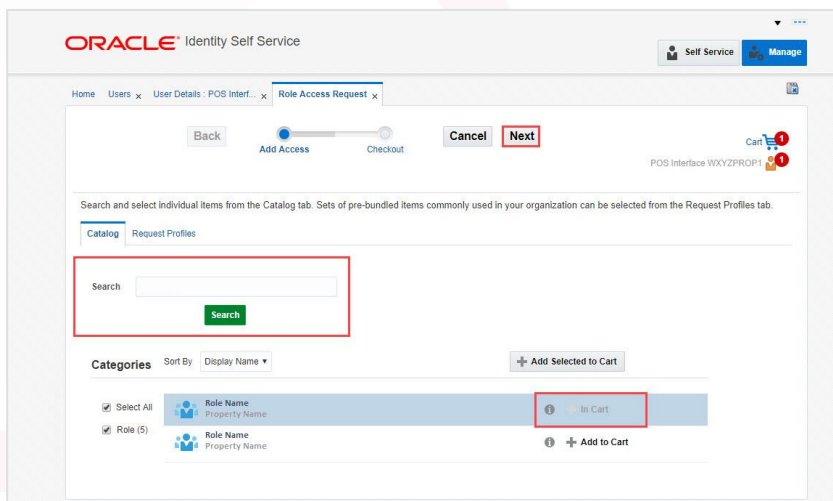
8. Navigate to the **Roles** tab.
Click the **Request Roles** link.



9. **Search** for the WSACCESS role.

Note: It is important to grant the correct WSACCESS role to the interface user account. Choose one of the following depending on the interface accounts' required level of access:

- <Enterprise organization>-WSACCESS role will ensure all chains and properties under that enterprise will be accessible.
- <Chain organization>-WSACCESS role will ensure all properties under that chain will be accessible.
- <Property organization>-WSACCESS role will ensure only specified property will be accessible.



Highlight the role and then click the **Add to Cart** button.

Click the **Next** button.

10. Review the roles requested.

Grant Duration does not need to be altered for active interfaces.

When testing interfaces, use the Grant Duration fields to set restrictions.

- Deselect the option for 'Grant will be effective ...'
- Set the **Start Date** and **End Date** accordingly
- Click **Update**

Click **Submit** to confirm role changes.

The screenshot shows the Oracle Identity Self Service 'Role Access Request' form. The 'Grant Duration' section is highlighted with a red box. It contains a checked checkbox labeled 'Grant will be effective immediately upon request completion' and two date input fields for 'Start Date' and 'End Date'. Other sections include 'Request Information' with a 'Justification' text area, 'Cart Items' with a 'Display Name' field, and 'Request Details' with an 'Update' button. Navigation buttons like 'Back', 'Add Access', 'Checkout', 'Cancel', and 'Next' are visible at the top.

11. Share the login credentials with your interface vendor or installer. Remember to use discretion when sharing secure credentials.

The screenshot shows the Oracle Identity Self Service 'User Registration Confirmation' page. It features a confirmation message with a tracking number: 'Your Registration Tracking Request Number is 111111'. Below the message are input fields for 'User Login', 'First Name', 'Last Name', and 'E-mail'. A 'Finish' button is located in the top right corner.

Note: If the password for an interface user expires or the account is disabled/locked out, your interfaces will NOT be able to connect to OPERA. Please actively maintain these accounts, including resetting passwords immediately upon receiving expiration notifications.

Note: Interface user accounts expire after 2 years.