

# How do I request access ?

## **EBS Workflow**

# Oracle Identity Manager [OIM]

**OIM URL Link :** <https://myaccess.mot-solutions.com/identity>

## Login Credentials

User ID : [Your MSI Core ID]

Password : [One IT Password.]

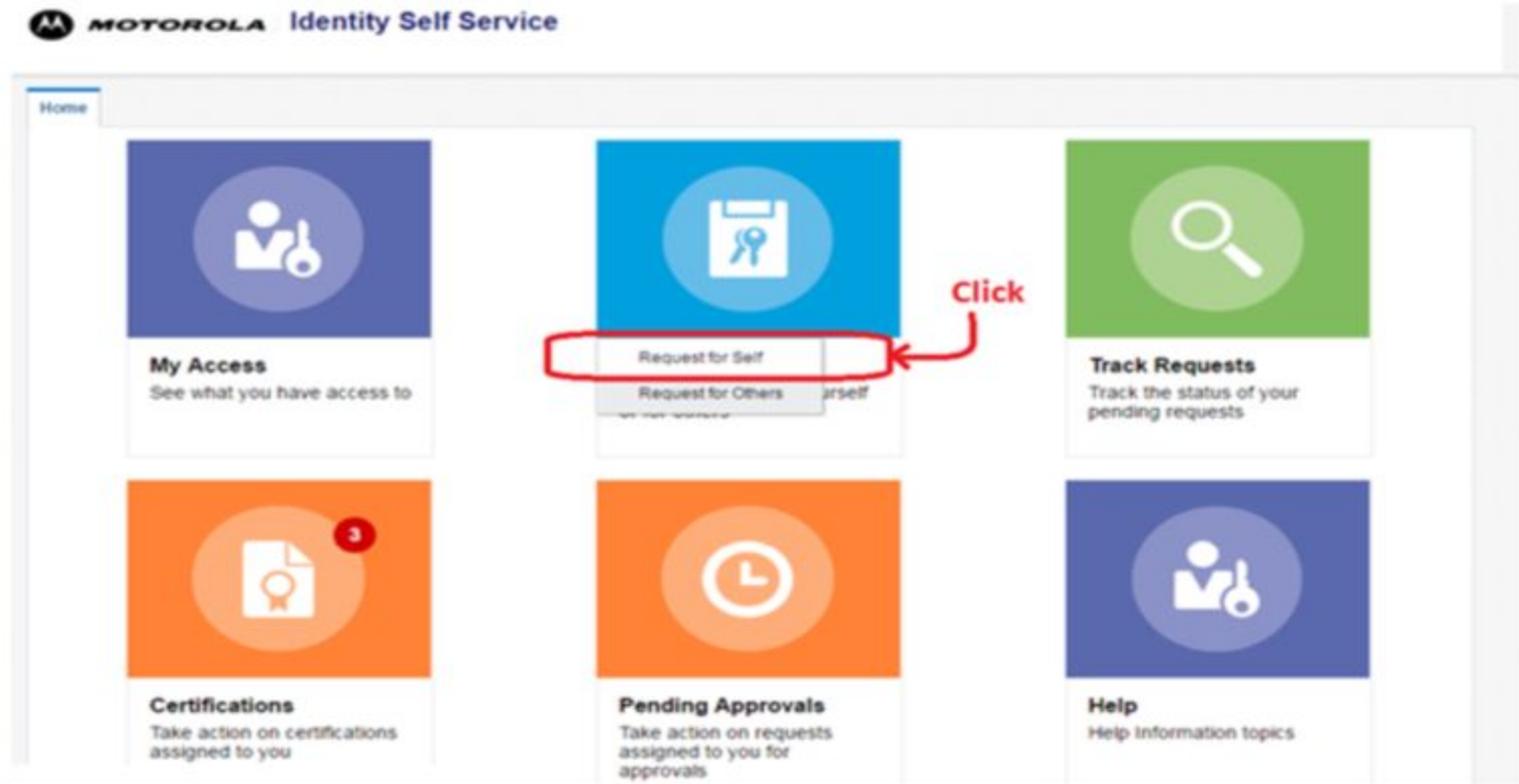
Step 1. Click on the “Request access” box

Step 2. Request Access will allow you to raise request in two ways

### Request for Self

Request for Others.

Step 3. Please Select “Request for Self”



**Step 1:** Click on Catalog

**Step 2:** On the search box Type “EBS” and click green search button

The screenshot displays the Motorola Identity Self Service interface. At the top left, the Motorola logo and the text "MOTOROLA Identity Self Service" are visible. Below this, a navigation bar includes "Home" and "Request Access x". A progress indicator shows "Add Access" as the current step, with "Checkout" as the next step. Navigation buttons for "Back", "Cancel", and "Next" are present. On the right, a user profile for "Rajkumar Thiyagarajan" is shown with a shopping cart icon containing a red notification badge with the number "1".

Below the navigation bar, a text instruction reads: "Search and select individual items from the Catalog tab. Sets of pre-bundled items commonly used in your organization can be selected from the Request Profiles tab." Below this instruction are two tabs: "Catalog" (which is selected) and "Request Profiles".

A search section features a "Search" label, a text input field containing the placeholder text "Keyword", and a prominent green "Search" button.

At the bottom, there is a "Categories" section, a "Sort By" dropdown menu currently set to "Display Name", and a button labeled "Add Selected to Cart".

1. Select Greenfield Oracle EBS Application Access
2. Click on “ + Add to cart”
3. Click on next

The screenshot shows a web application interface for requesting access. At the top, there are navigation buttons: 'Back', 'Add Access' (with a progress indicator), 'Checkout', 'Cancel', and 'Next'. A shopping cart icon in the top right shows 'SarDip Gata' with a notification badge. Below the navigation is a search bar containing 'EBS' and a green 'Search' button. The 'Categories' section shows 'Sort By' set to 'Display Name'. A list of items is displayed, with the third item, 'Greenfield Oracle EBS Application Access', highlighted by a red box. This item includes a description: 'Access to GF Oracle EBS: Global enterprise resource planning (ERP), c' and an '+ Add to Cart' button. Other items include 'EBS-APP512:eBusiness Suite User' and 'Greenfield Oracle FRS Database Access'.

Home Request Access x

Back Add Access Checkout Cancel Next

Cart SarDip Gata

Search and select individual items from the Catalog tab. Sets of pre-bundled items commonly used in your organization can be selected from the Request Profiles tab.

Catalog Request Profiles

Search EBS Search

Categories Sort By Display Name

<input checked="" type="checkbox"/>	Select All		<b>EBS-APP512:eBusiness Suite User</b> Application Instance for Resource Object eBusiness Suite User and IT F		+ Add to Cart
<input checked="" type="checkbox"/>	Application Instance (6)		<b>Greenfield Oracle EBS Application Access</b> Access to GF Oracle EBS: Global enterprise resource planning (ERP), c		+ Add to Cart
<input checked="" type="checkbox"/>	Entitlement (2105)		<b>Greenfield Oracle EBS Application Access</b> Access to GF Oracle EBS: Global enterprise resource planning (ERP), c		+ Add to Cart
			<b>Greenfield Oracle FRS Database Access</b>		

Step 1: Click on the “ + “ to add responsibilities which is “**MSI iSupplier Global Internal Supplier Access**”

Step 2. Click on Search icon

Step 3: If access is needed Permanently do not **Pick Temporary Access**

The screenshot shows the Oracle EBS application access configuration interface. At the top, there is a 'Cart Items' section with a 'Display Name' field containing 'Greenfield Oracle EBS Application Access' and a description: 'Access to GF Oracle EBS: Global enterprise resource planning (ERP), customer relationship management, and supply-chain management tool'. Below this is a 'Request Details' section for 'Greenfield Oracle EBS Application Access' with an 'Update' button. The main area is titled 'Details' and contains a section for 'Greenfield EBS Responsibilities'. This section has a toolbar with a red-bordered plus sign icon, a close icon, and a search icon. Below the toolbar is a table with two columns: 'Responsibility Name' and 'Temporary Access'. The table contains one row with the responsibility name 'MSI iSupplier Global Internal Supplier Access' and a checkbox for 'Temporary Access' which is currently unchecked.

Responsibility Name	Temporary Access
MSI iSupplier Global Internal Supplier Access	<input type="checkbox"/>

1. Search the Responsibility in Text box which is required to gain access for Oracle EBS. Click on the specific responsibility in the list and it will get added in your List of Responsibility Name

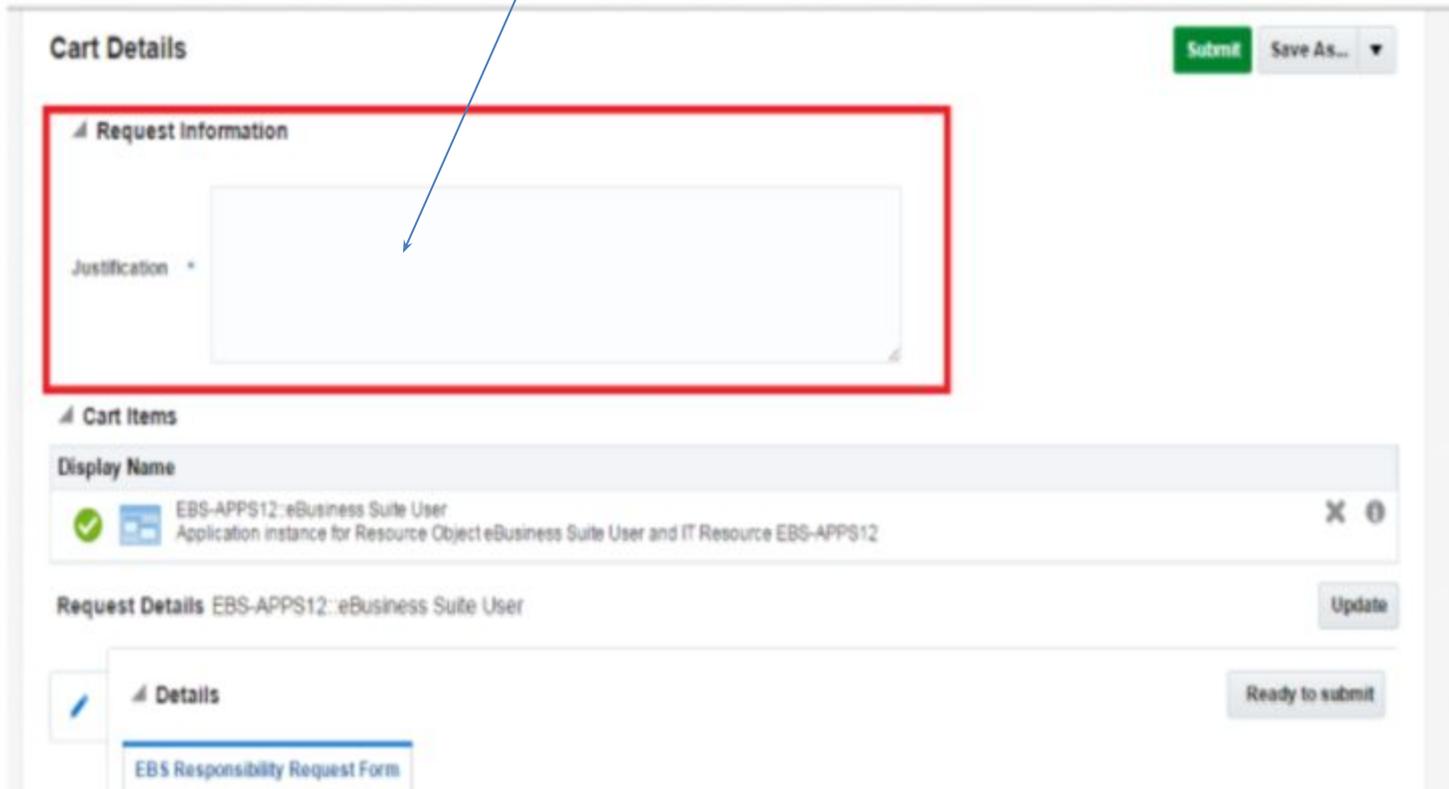
2. To raise for more than one EBS responsibility , repeat instructions on slide 6

The screenshot displays the Oracle EBS interface with a 'Cart Details' page in the background and a 'Search and Select: Responsibility Name' dialog box in the foreground. The dialog box has a search field labeled 'Meaning' and buttons for 'Advanced', 'Search', and 'Reset'. Below the search field is a list of responsibilities, with 'MSI iSupplier Global Internal Supplier Access' highlighted in yellow. The background page shows sections for 'Request Information', 'Cart Items', and 'Request Details'.

Meaning
MSI Supplier Management Global Finance User
MSI Supplier Hub Global Data Librarian Administrator
MSI Supplier Management Global Procurement Op...
MSI Supplier Management Global Administrator
MSI Supplier Management Global User
MSI Supplier Management Global Category Manag...
MSI iSupplier Global External Supply Chain Collab...
<b>MSI iSupplier Global Internal Supplier Access</b>
MSI ICX Argentina iProcurement Administrator
MSI ICX Argentina iProcurement
MSI ICX Austria iProcurement
MSI ICX Austria Tetron iProcurement
MSI ICX Australia iProcurement Administrator
MSI ICX Australia iProcurement Central Receiving
MSI ICX Austria iProcurement Administrator
MSI ICX Austria Tetron iProcurement Administrator

Step 1. It is **very important** that you provide a **seven digit Supplier I.D** on the justification box so your approval can take place. If missed, approver will not be able to process your request.

Step 2. Click on “update” once you have provided your justification, then green “submit” button.



The screenshot shows a web interface for 'Cart Details'. At the top right, there are buttons for 'Submit' (green) and 'Save As...' (grey). Below this is a section titled 'Request Information' which is enclosed in a red rectangular box. Inside this box, there is a 'Justification' label followed by a large, empty text input area. A blue arrow points from the text 'seven digit Supplier I.D' in the instructions above to this input area. Below the 'Request Information' section is a 'Cart Items' section. It features a 'Display Name' field with a dropdown menu showing 'EBS-APPS12:eBusiness Suite User' and a subtext 'Application instance for Resource Object eBusiness Suite User and IT Resource EBS-APPS12'. To the right of this dropdown are 'X' and 'i' icons. Below the dropdown is a 'Request Details' section with the text 'EBS-APPS12:eBusiness Suite User' and an 'Update' button. At the bottom, there is a 'Details' section with a pencil icon and a 'Ready to submit' button. A text box at the very bottom contains the text 'EBS Responsibility Request Form'.

You are done, and request will be generated!

The screenshot displays the Microsoft Identity Self Service interface. At the top, the text "Microsoft Identity Self Service" is visible. A green notification bar with a checkmark icon contains the message "Request 943103 was submitted for approval", which is highlighted by a red rectangular border. Below the notification, a "Home" link is present. The main content area features three large, colorful tiles: a blue tile for "My Access" (with a person and key icon), a light blue tile for "Request Access" (with a document and key icon), and a green tile for "Track Requests" (with a magnifying glass icon). Each tile includes a title and a brief description of its function.

**Microsoft Identity Self Service**

✓ Request 943103 was submitted for approval

Home

**My Access**  
See what you have access to

**Request Access**  
Request access for yourself or for others

**Track Requests**  
Track the status of your pending requests