



Vera C. Rubin Observatory
Rubin Observatory Project Office

Summit Onboarding Procedure

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ITTN-045

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DRAFT



Abstract

This ITTN was created to document the procedure of requesting access to the various services located at the summit.

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Change Record

Version	Date	Description	Owner name
1	2021-04-12	Unreleased.	Cristian Silva
2	2021-05-01	First Draft	Diego Tapia
3	2021-05-27	Second Draft	Cristian Silva

Document source location: <https://github.com/lstt-it/ittn-045>

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Summit Onboarding Procedure

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1 Introduction

The access to servers and services of the summit are managed by several backends.

The access to servers (ssh) and VPN is controlled by the IPA backend. To request an IPA account please refer to the section Requesting an IPA Account

The access to Nublado is controlled by a Github backend. To request Nublado access please refer to Requesting Nublado Access.

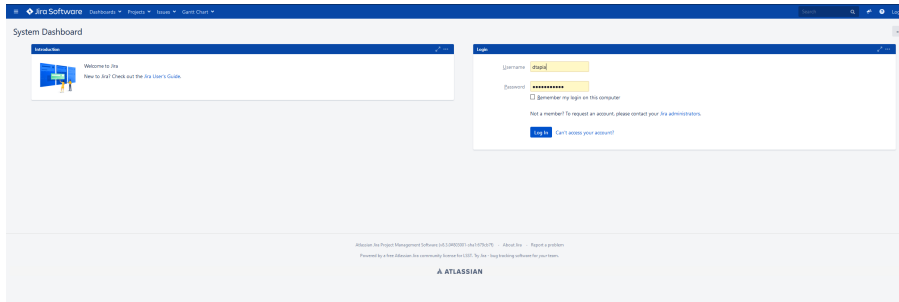
The access to Wifi is controlled by domain credentials. To request Domain Credentials please refer to Requesting Domain Credentials.

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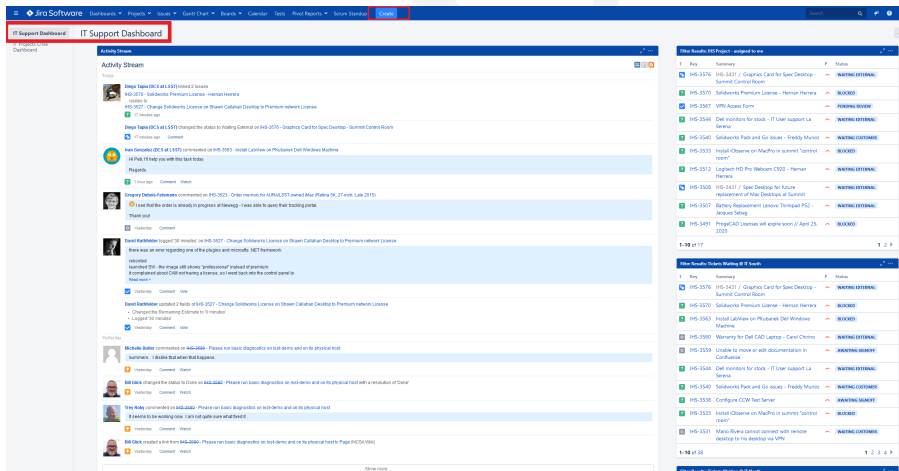
2 Requesting an IPA account

To request an IPA account, it is required for the user to create a Service Request ticket inside the IT User Support Dashboard. Please check the example below.

Head over to <https://jira.lsstcorp.org> and log in with your domain account credentials.



Once logged in the user will be prompted with the following windows if not similar. Before creating the ticket, it is required for the user to check that he is in the proper dashboard for this particular case the IT Support Dashboard



On the ticket creation window fill out the template using the information provided below:

- Project: IT Helpdesk Support (IHS)
- Issue Type: Service Request
- Summary: IPA Account Creation / VPN Access - "Insert your name here"
- Component: AAA
- Description: Please use the template provided below.

1. **Project:**

IT Help desk Support (IHS)

2. **Issue Type:**

Service Request

3. **Summary:**

IPA Account Creation / VPN Access - "Insert your name here"

4. **Component:**

AAA

5. **Description:**

Copy and Paste the following information and fill out the form.

First Name and Last Name: (.....)

Please attach an SSH Public Key: (.....)

Please indicate a valid email address: (.....)

Please indicate the level of access required or hosts you wish to connect to: (.....)

3 Requesting Domain Credentials

4 Requesting Nublado Access

The access to Nublado is controlled by Github, hence the user requesting access must have a Github account.

To request access open a DM ticket in Jira including:

- Name
- Email
- Github account

A member of the Square team will grant you access.