NetIQ Cloud Manager 2.1.5

Quick Start - Build Administrator

What Does a Build Administrator Do?

A Build Administrator has rights to complete pre-build and post-build configuration of workloads for requested business services. This Quick Start explains how to perform these tasks in the Cloud Manager console. The information is also available in the Cloud Manager console under *Help* > *How Do I* > *Build Administrator*.

Completing Pre-Build Configuration Tasks

After a business service request receives both Administrator and Sponsor approval, a *Pre-build configuration* task is sent to you and any other Build Administrators assigned to the business service's organization or business group. Cloud Administrators also receive the task.

The task pauses the provisioning workflow to give you an opportunity to perform any pre-build configuration tasks for the workloads. This might be a task that you complete in the Cloud Manager console, such as configuring the Windows settings (Administrator account password, computer name, product license key, and registered name) or remote console password for one of the workloads. Or, it might be a task that you need to perform at the Cloud Manager Orchestration Server or in your hypervisor tools.

1. On the main navigation bar, click ☑ *Tasks*, then click the *Unclaimed* tab.

2. Select the task (the subject is *Pre-build configuration of a new Business Service*)

   If there are configuration tasks that must be completed for the business service in the Cloud Manager console, the *Complete* action is not available and an asterisk (*) appears next to it. You can mouse over the asterisk to view the remaining tasks.

3. If you want to claim the task so that others cannot work on it, click *Claim*.

   Claimed tasks are moved to your *My Tasks* list.

4. Complete any pre-build configuration tasks required for the workloads:

   - **Cloud Manager console tasks:** Select the configuration task, then click the *Review* action to display the task. Select a workload that needs to be configured, then click *Edit*. Configure the required settings and save the workload.

   - **External tasks:** Complete the tasks.

5. Mark the task as complete:

   - If you claimed the task, it is in your *My Tasks* list. Select the task, then click *Complete*.

   - If you did not claim the task, it is in the *Unclaimed* list. Select the task, then click *Complete*.

Completing Post-Build Configuration Tasks

After a business service is successfully built, a *Post-build configuration* task is sent to you and any other Build Administrators assigned to the business service's organization or business group. The task is also sent to Cloud Administrators.

The task pauses the provisioning workflow to give you an opportunity to perform any post-build configuration tasks for the workloads. You must complete the configuration (if any) and then mark the task as complete to continue the provisioning workflow.

1. On the main navigation bar, click ☑ *Tasks*, then click the *Unclaimed* tab.

2. If you want to claim the task so that no others can work on it, select the task, then click *Claim*.

   Claimed tasks are moved to your *My Tasks* list.

3. If you want to review the business service request, select the task (the subject is *Post-build configuration of a new Business Service*), then click *Review*.

4. Complete any post-build configuration tasks required for the workloads.

5 Mark the task as complete:

- ◆ If you claimed the task, it is in your *My Tasks* list. Select the task, then click *Complete*.

- ◆ If you did not claim the task, it is in the *Unclaimed* list. Select the task, then click *Complete*.