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User Access to Conversion

The purpose of this document is to provide a guidance on which user access group users need to perform their tasks in Conversion.

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Access to Conversion

Access to Conversion can be ordered through **IGA** system except for special access user groups that are ordered via **Scania Now**. Some basic accesses (vera_users, conversion_parts_specialist, Conversion_xxxxx) can be ordered by your Local Group Administrator/IT manager through IGA.

This document describes the different user access groups that are available for Conversion users of Conversion Workshop client, Conversion Local Technical Helpdesk client and Conversion Global Technical Support client.

Every market may decide how to distribute membership to the access groups. In some instances, access has to be approved by Scania, see chapter **Special access user groups** below.

Please visit MyCompass for e-Learning on Conversion Workshop.

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Basic access groups

As a Conversion user depending on your needs, we recommend you one of the following role packages.

Conversion_XXXXX

All Conversion users need the access role "Conversion_XXXXX", where the five-digit number (XXXXX) corresponds to "Delivery customer number" for invoicing.

A user has to have at least one customer number at Scania (Dealer number or Distributor number) in order to access Conversion clients.

A user will be able to perform conversions for all the customer numbers that he is registered to. If the user has more than one customer number he will have to choose what customer number he is performing the conversion for.

Conversion_XXXXX access needs to be ordered separately since it is unique for each workshop/dealer/distributor.

It is not a part of the package available in IGA.

Following preconditions should be fulfilled in order to be granted access:

- Check that the user is working at the accurate workshop/dealer/distributor

Access is granted by: Corporate approver (Conversion team) or your local IT manager

CONVERSION FOR WORKSHOP BASIC

Role names in IGA:

- **Conversion Workshop Basic Owned Dealer**
must be ordered together with a Conversion_XXXXX access
- **Conversion Workshop Basic Independent Dealer**
must be ordered together with a Conversion_XXXXX access

The user is able to order packaged conversions, order key codes, communicate with LoTH within the Conversion Workshop client. The user is not able to approve packaged conversions.

Same accesses for both independent and captive dealers. Depending on your position if you belong to Independent dealers you should select the role "Conversion

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Workshop Basic Independent Dealer” in IGA or if you belong to Captive dealers you should select the role “Conversion Workshop Basic Owned Dealer”.

By applying above roles you will be granted the following accesses.

Name	Description
Vera_users	Access to Conversion Workshop
DealerUpdateInfoUsers	Generate Dealer list**
Conversion_xxxxx*	xxxxx = Dealer number for invoicing*
AftersalesScaniaUpdateServiceConsumers	Access to SDP3 job type Conversion

*Each Conversion_xxxxx access needs to be ordered separately since it is unique for every workshop/dealer. It is not a part of the package available in IGA.

** With this access a user may order excel lists of what product updates matches a fleet of products.

Following preconditions should be fulfilled in order to be granted role:

- User is not a part of export controlled dealer/distributor (currently affected areas: North Korea, Cuba, Iran, Syria, Crimea/Sevastopol Region of Ukraine, Russia and Belarus, more information can be found on [Reflex](#))
- The user has an XDS account
- The user is an employee within **dealer/workshop** or the user is an employee within **Conversion support flow** (for example technical helpdesks)

Access is granted by: Corporate approver (Conversion team) or your local IT manager

CONVERSION FOR LOTH BASIC

Role names in IGA:

- **Conversion LoTH Basic Owned Dealer**
must be ordered together with a Conversion_xxxxx access
- **Conversion LoTH Basic Independent Dealer**
must be ordered together with a Conversion_xxxxx access

The user has access to both Conversion Workshop and Conversion LoTH.

The user is able to order packaged conversions, order key codes, communicate with Workshop and GTS within the Conversion LoTH client. The user is not able to approve packaged conversions.

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It is possible to request additional Conversion_XXXXX roles for the same user, where the different roles will be used to invoice Packaged Conversions for the correct Workshop/Dealer.

Same accesses for both independent and captive dealers. Depending on your position if you belong to Independent dealers you should select the role "Conversion Workshop Basic Independent Dealer" in IGA or if you belong to Captive dealers you should select the role "Conversion Workshop Basic Owned Dealer".

By applying above roles you will be granted the following accesses.

Name	Description
Vera_users	Access to Conversion Workshop
Conversion_XXXXX	XXXXX = Dealer number for invoicing*
ConversionLoTHUser	Access to Conversion LoTH
DealerUpdateInfoUsers	Generate Dealer list**

*Each Conversion_XXXXX access needs to be ordered separately since it is unique for each workshop/dealer. It is not a part of the package available in IGA. A user may belong to one or many Conversion_XXXXX user groups.

** With this access a user may order excel lists of what product updates matches a fleet of products.

Following preconditions should be fulfilled in order to be granted access:

- User is not a part of export controlled dealer/distributor (currently affected areas: North Korea, Cuba, Iran, Syria, Crimea/Sevastopol Region of Ukraine, Russia and Belarus, more information can be found on [Reflex](#))
- The user has an XDS user
- The user is an employee within **Conversion support flow** (for example technical helpdesks)

Access is granted by: Corporate approver (Conversion team) or your local IT manager

Approve access groups

As a Conversion user depending on your needs, we recommend you to order each of the following accesses, these accesses are needed in order to approve packaged conversions.

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CONVERSION FOR WORKSHOP APPROVE

Role names in IGA:

- **Conversion Workshop Specialist Owned Dealer**
must be ordered together with a Conversion_xxxxx access
- **Conversion Workshop Specialist Independent Dealer**
must be ordered together with a Conversion_xxxxx access

The user is able to order packaged conversions, order key codes, communicate with LOTH within the Conversion Workshop client. The user is able to approve packaged conversions.

Same accesses for both independent and captive dealers. Depending on your position if you belong to Independent dealers you should select the role "Conversion Workshop Basic Independent Dealer" in IGA or if you belong to Captive dealers you should select the role "Conversion Workshop Basic Owned Dealer".

By applying above roles you will be granted the following accesses.

Name	Description
Vera_users	Access to Conversion Workshop
DealerUpdateInfoUsers	Generate Dealer list**
Conversion_xxxxx	xxxxx = Dealer number for invoicing*
AftersalesScaniaUpdateServiceConsumers	Access to SDP3 job type Conversion
Conversion_parts_specialist	Common approval role for packaged conversions***

*Conversion_xxxxx needs to be ordered separately since it is unique for each workshop/dealer. It is not a part of the package available in IGA. A user may belong to one or many Conversion_xxxxx user groups.

** With this access a user may order excel lists of what product updates matches a fleet of products.

*** The user_access group is equivalent to the parts manager at a workshop.

Following preconditions should be fulfilled in order to be granted access:

- User is not a part of export controlled dealer/distributor (currently affected areas: North Korea, Cuba, Iran, Syria, Crimea/Sevastopol Region of Ukraine, Russia and Belarus, more information can be found on [Reflex](#))
- The user has an XDS user

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- The user is an employee within **dealer/workshop** or the user is an employee within **Conversion support flow** (for example technical helpdesks)

Access is granted by: Corporate approver (Conversion team) or your local IT manager

CONVERSION FOR LOTH APPROVE

Role names in IGA:

- Conversion LoTH Specialist Owned Dealer**
must be ordered together with a Conversion_XXXXX access
- Conversion LoTH Specialist Independent Dealer**
must be ordered together with a Conversion_XXXXX access

The user has access to both Conversion Workshop and Conversion LOTH.

The user is able to order packaged conversions, order key codes, communicate with Workshop and GTS within the Conversion LOTH client. The user is able to approve packaged conversions.

It is possible to have several dealer numbers (Conversion_XXXXX) connected to one user for invoicing the correct dealer.

Same accesses for both independent and captive dealers. Depending on your position if you belong to Independent dealers you should select the role "Conversion Workshop Basic Independent Dealer" in IGA or if you belong to Captive dealers you should select the role "Conversion Workshop Basic Owned Dealer".

By applying above roles you will be granted the following accesses.

Name	Description
Vera_users	Access to Conversion Workshop, LoTH
Conversion_XXXXX****	XXXXX = Dealer number for invoicing*
ConversionLoTHUser	Access to Conversion LoTH
DealerUpdateInfoUsers	Generate Dealer list**
Conversion_parts_specialist	Common approval role for packaged conversions***

*A user may belong to one or many Conversion_XXXXX user groups.

** With this access a user may order excel lists of what product updates matches a fleet of products.

*** The user_access group is equivalent to the parts manager at a workshop.

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****Conversion_XXXXX needs to be ordered separately since it is unique for each workshop/dealer. It is not a part of the package available in IGA.

Following preconditions should be fulfilled in order to be granted access:

- User is not a part of export controlled dealer/distributor (currently affected areas: North Korea, Cuba, Iran, Syria, Crimea/Sevastopol Region of Ukraine, Russia and Belarus, more information can be found on [Reflex](#))
- The user has an XDS user
- The user is an employee within **Conversion support flow** (for example technical helpdesks)

Access is granted by: Corporate approver (Conversion team) or your local IT manager

Special access groups

The following user access groups are restricted and require a special approval by Scania, some of them require a signed agreement.

Note: Special access groups are ordered through Scania Now/Conversion XDS.

Name in Scania Now: **Conversion Power Adaptation for distributors, Power solutions**

(name in IGA/Conversion Admin - Conversion_EnginesEmission_Rebuilder)

The user access group Conversion Power Adaptation for distributors, Power solutions is required to be able to place orders for power-changing conversions for Power Solutions. This role is used by Distributor to adapt engines by changing engine output (kW) according to the customer needs before delivery.

This role is restricted and approval needs to be granted by Head of Service at Power Solutions.

For more information, please see Technical Market Information – TMI 01-12 03 09 in til.scania.com

Name in Scania Now: **Conversion Market Adaptation approver, Trucks**

(name in IGA/Conversion Admin - Conversion_DESC_Rebuilder)

The user access group Conversion Market Adaptation approver, Trucks is required to be able to approve rebuilds affecting emissions for Scania vehicles.

Commonly used for selling used vehicles to markets with different emission regulations or for emergency and military user groups with exemptions from emission regulations.

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This role is restricted and approval needs to be granted by Global Technical Support in agreement with a market representative (Service Director).

For more information, please see Technical Market Information - TMI 01-12 03 15 in til.scania.com and Workshop Manual 01-96 Conversion market adaptations.

Name in Scania Now: **Conversion Market Adaptation approver, Power Solutions**
(name in IGA/Conversion Admin - Conversion_EnginesDESC_Rebuilder)

The user access group Conversion Market Adaptation approver, Power Solutions is required to be able to approve rebuilds affecting emissions for Power Solutions. Commonly used for selling used engines to markets with different emission regulations.

This role is restricted and approval needs to be granted by Head of Service Power Solutions in agreement with a market representative (Service Director).

For more information, please see Technical Market Information - INF – 17 06 09 in til.scania.com and Workshop Manual 01-96 Conversion market adaptations.