

# HP Propel

Software Version: 2.01

## Catalogs Help

Document Release Date: September 2015  
Software Release Date: September 2015



## Legal Notices

### Warranty

The only warranties for HP products and services are set forth in the express warranty statements accompanying such products and services. Nothing herein should be construed as constituting an additional warranty. HP shall not be liable for technical or editorial errors or omissions contained herein.

The information contained herein is subject to change without notice.

### Restricted Rights Legend

Confidential computer software. Valid license from HP required for possession, use or copying. Consistent with FAR 12.211 and 12.212, Commercial Computer Software, Computer Software Documentation, and Technical Data for Commercial Items are licensed to the U.S. Government under vendor's standard commercial license.

### Copyright Notice

© Copyright 2014 - 2015 Hewlett-Packard Development Company, L.P.

### Trademark Notices

Adobe® is a trademark of Adobe Systems Incorporated.

Microsoft® and Windows® are U.S. registered trademarks of Microsoft Corporation.

UNIX® is a registered trademark of The Open Group.

Adobe™ is a trademark of Adobe Systems Incorporated.

Microsoft® and Windows® are U.S. registered trademarks of Microsoft Corporation.

The OpenStack® Word Mark and the Square O Design, together or apart, are trademarks or registered trademarks marks of OpenStack Foundation, in the United States and other countries and are used with the OpenStack Foundation's permission.

Oracle and Java are registered trademarks of Oracle and/or its affiliates.

RED HAT READY™ Logo and RED HAT CERTIFIED PARTNER™ Logo are trademarks of Red Hat, Inc.

This product includes an interface of the 'zlib' general purpose compression library, which is Copyright © 1995-2002 Jean-loup Gailly and Mark Adler.

## Documentation Updates

The title page of this document contains the following identifying information:

- Software Version number, which indicates the software version.
- Document Release Date, which changes each time the document is updated.
- Software Release Date, which indicates the release date of this version of the software.

To check for recent updates or to verify that you are using the most recent edition of a document, go to: <http://h20230.www2.hp.com/selfsolve/manuals>

This site requires that you register for an HP Passport and sign in. To register for an HP Passport ID, go to: <http://h20229.www2.hp.com/passport-registration.html>

Or click the **New users - please register** link on the HP Passport login page.

You will also receive updated or new editions if you subscribe to the appropriate product support service. Contact your HP sales representative for details.

## Support

Visit the HP Software Support Online web site at: <http://www.hp.com/go/hpsupport>

This web site provides contact information and details about the products, services, and support that HP Software offers.

HP Software online support provides customer self-solve capabilities. It provides a fast and efficient way to access interactive technical support tools needed to manage your business. As a valued support customer, you can benefit by using the support web site to:

- Search for knowledge documents of interest
- Submit and track support cases and enhancement requests
- Download software patches
- Manage support contracts
- Look up HP support contacts
- Review information about available services
- Enter into discussions with other software customers
- Research and register for software training

Most of the support areas require that you register as an HP Passport user and sign in. Many also require a support contract. To register for an HP Passport ID, go to:

<http://h20229.www2.hp.com/passport-registration.html>

To find more information about access levels, go to:

[http://h20230.www2.hp.com/new\\_access\\_levels.jsp](http://h20230.www2.hp.com/new_access_levels.jsp)

**HP Software Solutions Now** accesses the HPSW Solution and Integration Portal Web site. This site enables you to explore HP Product Solutions to meet your business needs, includes a full list of Integrations between HP Products, as well as a listing of ITIL Processes. The URL for this Web site is <http://h20230.www2.hp.com/sc/solutions/index.jsp>

## About this PDF Version of Online Help

This document is a PDF version of the online help. This PDF file is provided so you can easily print multiple topics from the help information or read the online help in PDF format. Because this content was originally created to be viewed as online help in a web browser, some topics may not be formatted properly. Some interactive topics may not be present in this PDF version. Those topics can be successfully printed from within the online help.

# Contents

Catalogs .....	5
Create Catalog .....	5
Edit Catalog .....	6
Delete Catalog .....	7
Catalogs Overview .....	8
Catalogs Items .....	9
Catalogs Access Control .....	10
Catalogs Approval Policy .....	11

# Catalogs

## Concepts

The HP Propel administrator uses the **Catalogs** application to create and manage catalogs. These catalogs enable the administrator to publish catalog items to the HP Propel Portal for consumer fulfillment.

HP Propel catalogs can contain categories, which are used to group catalog items within the catalog.

## Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on page 8](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on page 9](#) – View the catalog items in the catalog.
  - ["Catalogs Access Control" on page 10](#) – View and control who has access to the catalog.
  - ["Catalogs Approval Policy" on page 11](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" below](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on the next page](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on page 7](#) see for instructions.

## Create Catalog

### Concepts

An HP Propel catalog contains published catalog items for consumer fulfillment in the HP Propel Portal.

The HP Propel administrator can create catalogs. When creating a new catalog, you associate it with an organization. Multiple catalogs can be associated with the same organization.

## Tasks

To create a new catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application.
2. In the **Catalogs** view, click **Create Catalog**.
3. In the **New Catalog** dialog, type the **Name** and a **Description** of the new catalog, and then click **Create Catalog** to finish and save your changes.

The new catalog is listed in the **Catalogs** view.

After the new catalog is created, you can configure the catalog by providing information in the following areas:

- ["Catalogs Access Control" on page 10](#) – Specify what group has access to a catalog.
- ["Catalogs Approval Policy" on page 11](#) – Specify the approval policy.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on page 8](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on page 9](#) – View the catalog items in the catalog.
- Edit an existing catalog – see ["Edit Catalog" below](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on the next page](#) see for instructions.

## Edit Catalog

## Concepts

A catalog contains published catalog items in the HP Propel Portal for consumer fulfillment.

The HP Propel administrator can edit an existing catalog, including the **Catalog Name**, **Description**, and **Main Image** (visual representation).

## Tasks

To edit an existing catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application. The **Catalogs** view is displayed.
2. In the **Catalogs** view, click the catalog you want to edit.
3. In the **Details** view, click **Edit**.
4. In the **Details** dialog, make your changes to the catalog, and then click **Save** to finish and save your changes.

The details of the revised catalog are listed in the **Details** view.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on the next page](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on page 9](#) – View the catalog items in the catalog.
  - ["Catalogs Access Control" on page 10](#) – View and control who has access to the catalog.
  - ["Catalogs Approval Policy" on page 11](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" below](#) see for instructions.

## Delete Catalog


### Concepts

An HP Propel catalog contains published catalog items for consumer fulfillment in the HP Propel Portal.

The HP Propel administrator can delete an existing catalog.

## Tasks

To delete a catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application. The **Catalogs** view is displayed.
2. In the **Catalogs** view, for the catalog you want to delete, click  and select **Remove**.
3. Confirm the catalog deletion.

The former catalog is deleted in HP Propel and not listed in the **Catalogs** view.

**Tip:** A catalog can also be deleted in the catalog **Overview** view.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" below](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on the next page](#) – View the catalog items in the catalog.
  - ["Catalogs Access Control" on page 10](#) – View and control who has access to the catalog.
  - ["Catalogs Approval Policy" on page 11](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on page 6](#) for instructions.

## Catalogs Overview

### Concepts

The HP Propel administrator can use the **Overview** tab of the **Catalogs** application to view the summary of a catalog. This tab provides the **Catalog Name**, **Description**, and **Main Image** (visual representation) of the catalog.



## Tasks

To view the summary of a catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application. The **Catalogs** view is displayed.
2. Click the catalog that you want to view.

The details of the selected catalog are displayed.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Items" below](#) – View the catalog items in the catalog.
  - ["Catalogs Access Control" on the next page](#) – View and control who has access to the catalog.
  - ["Catalogs Approval Policy" on page 11](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on page 6](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on page 7](#) see for instructions.

## Catalogs Items

### Concepts

The HP Propel administrator can use the **Items** tab of the **Catalogs** application to view the list of all catalog items that are published in a catalog.

### Tasks

To list all catalog items in an HP Propel catalog:

1. From the Launchpad in HP Propel, click the **Catalogs** application. The **Catalogs** view is displayed.

2. Click the catalog that you want view the catalog items.
3. In the **Details** view, click the **Items** tab.

The **Items** view is displayed and all catalog items in the catalog are listed.

You can click the catalog item and manage it in the **Catalog Items** application. Refer to the *Catalog Items Help* for details.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on page 8](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Access Control" below](#) – View and control who has access to the catalog.
  - ["Catalogs Approval Policy" on the next page](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on page 6](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on page 7](#) for instructions.

## Catalogs Access Control

### Concepts

The HP Propel administrator can use the **Access Control** tab of the **Catalogs** application to assign LDAP groups to a catalog. The administrator can choose whether a catalog is visible to all authenticated users of a consumer organization or just a subset of users.

To make a catalog visible to all authenticated users of a consumer organization, determine the LDAP groups that have been added to the **Organizations** application in HP Propel and ensure all the same LDAP groups appear in the **Access Control** area for the catalog. Otherwise, you will get an error message. For a manually created catalog, this action happens automatically when the catalog is created. For an organization's automatically created catalog, you must manually add these LDAP groups.

### Tasks

To allow an LDAP group access to a catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application.
2. In the **Catalogs** view, click the catalog that you want to allow access for an LDAP group.
3. In the **Details** view, click the **Access Control** tab.
4. In the **Access Control** view, click **Grant access**.
5. In the **Grant Access** dialog, select the LDAP group that you want to allow access to the catalog, and then click **Grant Access** to finish and save your changes.

The selected LDAP group now has access to the catalog in HP Propel.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on page 8](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on page 9](#) – View the catalog items in the catalog.
  - ["Catalogs Approval Policy" below](#) – View and control the approval policy for the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on page 6](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on page 7](#) see for instructions.

## Catalogs Approval Policy

### Concepts

The HP Propel administrator can use the **Approval Policy** tab of the **Catalogs** application to manage approval policies for a catalog.

Approval policies are based on one of three template types (see table below). None of these templates are pre-configured as they are LDAP dependent. When a catalog is first created, an approval policy is automatically created from the **User Context Template**.

#### Template Types:

Template Type	Description
<p><b>Named Approver Template</b></p>	<p>Use this template to assign one or more users from the organization as approvers for all subscription requests. You can also set the number of approvals required for a subscription request to be fulfilled.</p> <ul style="list-style-type: none"> <li>• If selected, provide the following information: <ul style="list-style-type: none"> <li>▪ <b>Add Approver</b> - Provide the LDAP user name of the approver you want to add, and click <b>Add Approver</b>. Repeat to add more approvers.</li> <li>▪ <b>Minimum Approvals</b> - Select the minimum number of approvals required for a subscription request to be fulfilled. <ul style="list-style-type: none"> <li>◦ Check <b>Automatic Approval</b>, if desired, and provide the following information: <ul style="list-style-type: none"> <li>• <b>Automatic Approve/Deny</b> - Select one of the following replies: <ul style="list-style-type: none"> <li>• <b>Approved</b> - Automatically approve the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li> <li>• <b>Denied</b> - Automatically deny the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li> </ul> </li> <li>• <b>Wait Time for Automatic Approval (in days)</b> - Select the number of days after which, if no response is made, the automatic approval or rejection will occur.</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<p><b>Named Group Template</b></p>	<p>Use this template to base approvals on an LDAP group.</p> <ul style="list-style-type: none"> <li>• If selected, provide the following information: <ul style="list-style-type: none"> <li>▪ <b>Add Group</b> - Select or type the DN for the LDAP group or organizational unit you want to use for approvals. The members of the selected group (at the time of the request) will be set as approvers of the request.</li> <li>▪ <b>Minimum Approvals</b> - Select the minimum number of approvals required for a subscription request to be fulfilled.</li> <li>▪ Check <b>Automatic Approval</b>, if desired, and provide the following information: <p><b>Automatic Approve/Deny</b> - Select one of the following replies:</p> <ul style="list-style-type: none"> <li>◦ <b>Approved</b> - Automatically approve the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li> <li>◦ <b>Denied</b> - Automatically deny the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li> </ul> <p><b>Wait Time for Automatic Approval (in days)</b> - Select the number of days after which, if no response is made, the automatic approval or rejection will occur.</p> </li> </ul> </li> </ul>

Template Type	Description
<b>User Context Template</b>	<p>Use this template to base approvals on LDAP membership settings and structure, as configured in the <b>Organizations</b> area.</p> <ul style="list-style-type: none"><li>• If selected, provide the following information:<ul style="list-style-type: none"><li>■ <b>Approval Levels</b> - Select the number of managers in the organization chain who will be asked to approve the request. For example, if you select two, the subscriber's first- and second-level manager will be required to approve the request.</li><li>■ Check <b>Automatic Approval</b>, if desired, and provide the following information:<ul style="list-style-type: none"><li>■ <b>Automatic Approve/Deny</b> - Select one of the following replies:<ul style="list-style-type: none"><li>○ <b>Approved</b> - Automatically approve the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li><li>○ <b>Denied</b> - Automatically deny the request when the specified <b>Wait Time for Automatic Approval (in days)</b> period has elapsed.</li></ul></li><li>■ <b>Wait Time for Automatic Approval (in days)</b> - Select the number of days after which, if no response is made, the automatic approval or rejection will occur.</li></ul></li></ul></li></ul>

## Tasks

To add an approval policy to a catalog in HP Propel:

1. From the Launchpad in HP Propel, click the **Catalogs** application. The **Catalogs** view is displayed.
2. Click the catalog that you want to add an approval policy.
3. In the **Details** view, click the **Approval Policy** tab.
4. In the **Approval Policy** view, click **Edit**.
5. In the **Approval Policy** dialog, select the approval policy that you want to apply to the catalog, and then click **Save** to finish and save your changes.

The newly added approval policy for the catalog is displayed in the **Approval Policy** view.

## Related Tasks

- Manage an existing catalog:
  - ["Catalogs Overview" on page 8](#) – View details of the catalog, including name, description, and image used for visual representation.
  - ["Catalogs Items" on page 9](#) – View the catalog items in the catalog.
  - ["Catalogs Access Control" on page 10](#) – View and control who has access to the catalog.
- Create a new catalog – see ["Create Catalog" on page 5](#) for instructions.
- Edit an existing catalog – see ["Edit Catalog" on page 6](#) for instructions.
- Delete an existing catalog – see ["Delete Catalog" on page 7](#) see for instructions.

