

# Deploying the ITC Management Application

## Steps to Deploy ITC Management Application (ITCM)

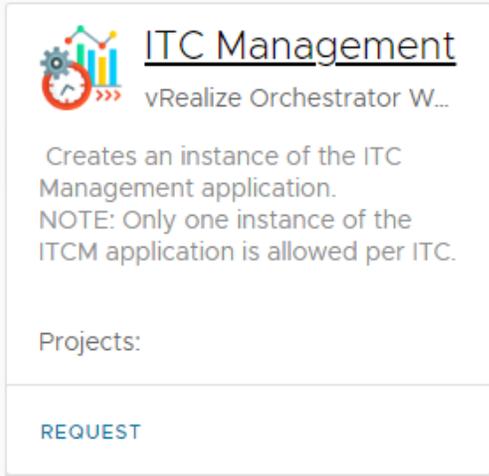
Below are the steps to create a deployment of the ITC Management (ITCM) in the MCOECN Service Broker.

1. Make sure you can log into <https://cloud.managementcouncil.org> and see "Service Broker", and the catalog items. If this is the first time your ITC is using MCOECN Hosting, we may need to create an MCOECN.ORG account for you, or grant access to the VRA portal to your existing account.

If you are having trouble logging into <https://cloud.managementcouncil.org>, you can use the Self Service website to reset your password if you have previously registered an alternative account for password recovery.

<https://selfservice.managementcouncil.org>

2. From the VRA Service Broker, run **ITC Management** by clicking on **Request**.



3. Choose the Deployment Type (production, test, train, demo). Note that you can only have ONE ITCM application per Deployment Type. This is an "ITC-level" application, not a district-level application, so there will only ever be ONE production ITCM application per ITC.
4. You must set an initial Admin password when deploying ITC Management. Use this to log in for the first time. You can change it from within the application if you wish.

5. NOTE that this same Catalog item deploys Production as well as Test/Train/Demo, so the "Days to Live" option is ignored if you have chosen Production.

## New Request



### ITC Management

**Project \*** ACCESS State Software

**Deployment Name \*** ITC Management Mon, 27 Mar 2023  
13:45:18 GMT

Use to deploy ITCM application. Only one production ITCM application is allowed per ITC, but you can create test and training deployments as well. Days to Live only applies to Test or Training deployments.

**ITC Name \*** ACCESS

**Deployment Type \*** production

NOTE: Admin Password must be at LEAST 8 characters long, and must contain at least one number, one uppercase letter, one lowercase letter, and one of these special characters !@#\$%^&\*

**Initial Admin Password \*** myAdminPa\$\$word ⓘ

**Days To Live (Non-production only)** 30

Optionally, Add More Emails to Notify (The requestor will automatically get an  
+ - ⓘ

**SUBMIT** **CANCEL**

6. The **ITC Management** item will:
- Automatically create a new deployment of the ITCM Application.
  - Will email you a notice when the task is complete (**takes about 10 minutes**).
7. The completion email will have the URL to your new application included.



If you connect your local Redesign applications to your own ITC's Active Directory, you will need to allow LDAP access from the MCOECN hosted environment to your local Active Directory server(s) through your ITC firewall.

All LDAP requests from the MCOECN Hosted applications will come from source IP address :

**208.108.246.14**

This only needs to be completed one time per ITC.

