Teams and Permissions

User Guide

Version 2.3

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Get Started

The HERE Open Location Platform enables secure team collaboration using HERE account authentication and authorizes access based on the following roles and permissions:

- *User*: Basic access to platform functionality for users and applications
- *Org Admin*: The same access as a User plus the following task permissions:
    - Invite new users
    - Manage users
    - Manage groups
- *Group Admin*: The same access as a User plus the following task permissions:
    - Manage groups for which the Group Admin is the designated administrator
- *Org Inviter*: A User who also has the task permission:
    - Invite new users
- *Member*: A User who is a member of a group

> Note:
>
> If you don't have access to the Open Location Platform, contact your Org Admin to create an account.

All users must have HERE Account credentials to use the HERE Open Location Platform.

All users of the HERE Open Location Platform must obtain *platform credentials* to authenticate with the platform. In addition, users need *repository credentials* to download the HERE Open Location Platform SDK libraries, archetypes and example code to their environment. For information on how to get these credentials, see Get Credentials.

To get access to platform services through an API, see the Authentication and Authorization API Developer's Guide. Before you can use this API, you need to get your platform credentials.

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Concepts

The Open Location Platform provides different levels of access control to the platform as follows:

Admins

There can be multiple admins within an organization and each organization must have at least one admin.

Note: Limited Admin Rights in Beta Period

During the Beta period of the HERE Open Location Platform, admins cannot delete users. If you need to revoke a user's access, contact HERE Customer Support. For instructions on how to revoke admin rights from a user, see Manage Users.

To perform admin tasks, click the **Admin** tab.

The *Admin Page* contains four tabs as follows:

- **Users** lists the names, email addresses and roles of all existing users in your organization. For information on how to invite users to an organization and how to make a user an admin, see Invite Users.

- The **Pending invitations** tab lists the emails and names of everyone invited to your organization who has not completed registration yet. The list also contains the date when you sent the invitation.

- The **Groups** tab lists the names, and IDs of all groups in your organization. For information on managing groups, see Manage Groups.

- The **Apps** tab lists the names and IDs of all apps in your organization.

Each of these tabs displays the number of entries and contains controls to search and to page through entries.

Group

A group is a collection of users and apps. Any user can create new groups. Both Org Admins and Group Admins can manage group memberships. For more information, see Manage Groups.

Organization

An Organization (Org) scopes all the users, apps, resources within the same security namespace. When you log into platform.here.com as an HERE Open Location Platform user, enter the relevant Organization ID.

Get Credentials

To authenticate with the platform, you must obtain *platform credentials*. In addition, you need *repository credentials* to download the Open Location Platform SDK libraries, archetypes, and example code to their environment. Find instructions below on how to obtain both sets of credentials.

Before you can get any credentials, you need to create an *app*. An app is an application that accesses HERE Open Location Platform data or pipelines via the REST API or one of the libraries.

Your app and associated credentials do not inherit your user permissions or your group memberships. You can only create two keys per app. App credentials are valid until you delete your app or delete or disable the access key.

Note: App Access to Resources

Your admin needs to explicitly add the app you create following the instructions below to groups to grant your app access to resources such as output layers.

Manage Credentials

After you created your app, follow the steps below to get your credentials.

1. Click **Create A Key** > **Download**. Once you click **Done**, you can no longer access your access key ID and access key secret.
2. Copy the resulting `credentials.properties` file to the `.here` directory you created above. This `credentials.properties` file contains your platform credentials. The SDK CLI and libraries access this file to manage access to the platform. You can also use the information in this file with the Authentication and Authorization API if you want to use the REST endpoint. For more information, see the CLI User Guide or Library Developer's Guide. If you are not downloading SDK components or other artifacts from the platform, you can stop here.
3. On the `Repository` tab, click `Generate Credentials`.
4. Download the `settings.xml` and place it into your Maven settings directory. This `settings.xml` file contains your repository credentials. For more information on using the settings file, see the Maven documentation.

To authenticate with the platform through an API, see the Authentication and Authorization API Developer's Guide. Before you can use this API, you need to get the platform credentials file created above.

Invite Users

Org admins and Org Inviters can invite users to an organization.

Follow the steps, below to invite new users to your organization and, optionally, to a group you administer.

1. Click the **Admin** tab.
2. On the **Users** or **Pending invitations** tab, click **Invite new users**.
3. Enter the name and email address of the new user.
4. If you want to make this user a member of a group that you administer, click **Add this user to a group** and select a group. You must be a Group Admin to use this option.
5. If you want to invite more than one user at a time, click **+ Create another invite** for each additional user.
6. Click **Send Invite**. A notification that the invitation has been sent is shown. Navigate to the **Pending invitation** tab to view sent invitations.

All users must have a HERE Open Location Platform Account. For instructions on how to activate your HERE Open Location Platform account, see your invitation email.

To close this page, click **Cancel**. Note that you lose all your changes if you leave the page without clicking **Send Invite**.

> Note: Give Org Admin Rights to Existing Users
>
> For instructions on how to turn existing users into admins, see Manage Users.

Manage Users

If you're an Org admin, you can make another User an Org Admin or revoke Org Admin permissions from other Users.

To Make a User an Org Admin or Revoke Org Admin Permissions

1. On the **Members** tab, select the user whose permissions you want to change.
2. Click the **ellipsis** menu associated with the user. A **Make Admin** button appears if the user is not already an admin. A **Revoke Admin** button appears if the user is already an admin. Clicking the appropriate button will immediately change the Org Admin permissions for the user.

> Note:
>
> It is recommended that you limit the number of Org Admins. It is typical for users to admin their Groups.

Manage Groups

Any user can create groups. Org Admins and Group Admins can add/remove apps and users to/from a group. The user who creates a group becomes the Group Admin for that group. Org Admins and Group Admins can change Group Admin permissions of Users, including their own.

Group Admins can only administer those groups for which they have admin permissions. Org Admins can manage all Groups, even if they haven't been explicitly granted Group Admin permissions.

The platform uses groups to manage pipeline access to layers, which means that apps can only write to output layers if they are part of a group.

To Add a New Group to Your Account

1. Click the **Admin** tab.
2. On the **Groups** tab, click **Create New Group**.
3. Enter a name for the group (group names don't have to be unique).
4. Click **Save**.

To Add a User or an App to a Group

1. On the **Groups** tab, click the group to which you want to add a user or an app. The group page appears with a list of users and apps.
2. Click **Add to group**.
3. Enter the name of the user or the app in the search field to find the desired name or app.
4. Select the desired name or app and click **Add**. The group page appears with the new app or user.

To Remove a User or App from the Group

1. On the **Groups** tab, click the group in which you want to remove a user or an app. The group page appears with a list of users and apps.
2. Click the **ellipsis** menu to remove the user or app. A **Remove From Group** button appears.
3. On the popup dialog, click the **Remove** button to confirm. The group page appears.

To Make a User a Group Admin or Revoke Group Admin Permissions

Only Org and Group admins can change User permissions. Org Admins can change User permissions on any Group. Group Admins are restricted to change Users permissions for only those groups for which they have admin permissions.

> Note:
>
> Only Users can be Admins. You cannot make an App an Admin.

1. On the **Groups** tab, click the group in which you want to change Group Admin permissions. The group page appears with a list of users and apps.
2. Click the **ellipsis** menu to change Group Admin permissions for the user. A **Make Admin** button appears if the User is not already an admin. A **Revoke Admin** button appears if the User is already an admin. Clicking the appropriate button will immediately change the Group Admin permissions for the user.

Manage Apps

As part of getting platform credentials, users of the HERE Open Location Platform must create an app as follows.

1. Create a `.here` directory in your home directory. For Mac/Linux users, this would be `$HOME/.here`. For Windows users, this would be `C:\%HOMEPATH%\.here`.
2. Browse to Get access credentials.
3. On the **Apps and keys** tab, click **Register new app** and provide the requested information.
4. Click the **Next** button. The platform creates a new app with a unique app ID.
5. Get credentials for your app as described in Manage Credentials.

Your app and associated credentials do not inherit your user permissions or your group memberships. You can only create two keys per app. App credentials are valid until you delete your app or delete or disable the access key.

Follow the steps below to disable or delete an app key.

1. Browse to Access credentials.
2. On the **Apps and keys** tab, click the name of the app whose key you want to disable or delete. The app keys page appears.
3. Hover your cursor over the relevant key and click the three dots at the end.

Keys

ACCESS KEY ID	USER ID	CREATED	STATUS	
jZgMakgW54Z_1r6_o-ONRQ	HERE-916a6f43-a3d8-4c53-8409-d7dde127f242	Feb 27, 2018	Enabled	More

4. Select **Delete** or **Disable**.

Keys

ACCESS KEY ID	USER ID	CREATED	STATUS	
jZgMakgW54Z_1r6_o-ONRQ	HERE-916a6f43-a3d8-4c53-8409-d7dde127f242	Feb 27, 2018	Enabled	Disable / Delete

If you select **Disable**, the app keys page appears with the new key status.

5. If you are deleting the app key, click **Delete** to confirm. The app keys page appears with the updated key list.

When you delete or disable a key, associated processes such as pipelines cease functioning.

Follow the steps below to enable a disabled app key.

1. Browse to Access credentials.
2. On the **Apps and keys** tab, click the name of the app whose key you want to enable. The app keys page appears.
3. Hover your cursor over the relevant key and click the three dots at the end.

Keys

ACCESS KEY ID	USER ID	CREATED	STATUS	
jZgMakgW54Z_1r6_o-ONRQ	HERE-916a6f43-a3d8-4c53-8409-d7dde127f242	Feb 27, 2018	Disabled	Enable / Delete

4. Select **Enable**. The app keys page appears with the new key status.

Follow the steps below to delete an app.

1. Browse to Access credentials.
2. On the **Apps and keys** tab, hover over the name of the app you want to delete.

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APP NAME	APP ID	USER ID	CREATED	KEYS	STATUS	
documentation-test-app	tvEV6m8N507sDpkQIuSy	HERE-916a6f43-a3d8-4c53-8409-d7dde127f242	Feb 27, 2018	1	active	Delete

3. Click **Delete** > **Confirm.**

Processes associated with an app such as pipelines cease functioning a maximum of 24 hours after you disable or delete this app.

Manage Your User Account

All the details of your platform user account are stored in a *profile*. To view your profile or to make changes, you can access the profile page as follows:

1. Click the ^ icon in the upper right of the page to open the dropdown menu.
2. Select **Profile** in the dropdown menu.
3. On the the right in the **My Profile** tab, click **Edit profile**.

The profile page allows you to make the following changes:

- Name
- Country/region
- Password
- Email notification settings
- Deactivate your account

This page does not have a menu in the upper right corner as the other pages, but you can sign out by clicking the **Sign out** button at the bottom of the page.

Before you sign out or otherwise leave this page, be sure to click **Save** to confirm your changes.

Need Help?

For technical and account support, log into your HERE Open Location Platform account and visit the support section.