How can I setup an SSM On-Prem Account, in Cisco License Central (CLC)?

Introduction

On-Prem synchronizes with your Smart Account at a Virtual Account level, and a Local Account must exist or be created on SSM On-Prem, which maps to the Virtual Account in your Smart Account. Therefore, this document explains the process to set up a new Local Account in SSM On-Prem.

Video

The purpose of this content is to share information for educational and/or informational use. You may choose to watch the video or read the content below-both provide the same material, so feel free to engage with whichever format you prefer.

Prerequisites

Before you start, ensure that you have the following:

- Active Cisco.com account
- Access to SSM On-Prem
- A Virtual Account (with no products currently registered to it)
- The user accessing License Central must have at least one of the following:
  - Smart Account Admin
  - Virtual Account Admin

Steps

Step 1: Open SSM On-Prem Administration Workspace (https://(IP Address):8443/admin/#/mainview).



Note: Where the IP address is the value used during the installation of CSSM On-Prem. If IP-Address is part of an HA cluster, this will be the virtual IP address.

Step 2: Open the Accounts Widget

Step 3: Click on New Account

Step 4: Enter the required information: Local Account Name, Cisco Smart Account, Cisco Virtual Account, and Email for notification. The required fields are labelled with "*".

Note:

- The Cisco Smart Account must exist on Cisco License Central. A Cisco Virtual Account will be created if it does not exist on Cisco License Central. Each Local Account must be associated with a unique Cisco Virtual account. The Cisco Virtual Account must not have a product or another Local Account registered to it.
- Smart Account/Virtual Account in the account creation tab should match with Cisco License Central Smart Account/Virtual Account name.

Step 5: Click Submit. (The Account request then is listed on the Account Requests tab in the Accounts Widget, waiting for the System Administrator to approve and register.)

Note:

- Users having access to Cisco License Central SA can approve the request.
- Once a new Local Account has been requested, the Local Account request will show up in the Administration workspace in the Accounts Widget Account Requests Tab, waiting for the System Administrator to approve and register the Local Account to your Cisco Smart Account

Step 6: Registration could be done in two ways: Manual On-Prem Account Registration or Network registration.

Manual On-Prem Account Registration

Step 6A: In the Administration workspace, for the account requesting approval in the Account Requests tab of the Accounts widget, use the Actions drop-down to click Manual Registratio.

Step 6B: Click Generate Registration File to generate and save the file to your local file directory. Click outside the dialog box or press the Esc key to dismiss the dialog.

Note: After this step, you are required to open a new tab in the browser and log in to Cisco License Central to authorize the registration file.

Step 6C: Go to Cisco Software Central and log in with your Cisco.com credentials.

Step 6D: Click on Access Cisco License Central under the Cisco License Central section.

Step 6E: Enter your Smart Account or use the Search function to locate your Smart Account.

Step 6F: Navigate to the left Menu bar and click on the "Devices" tab, and select "Manual Synchronization" under Device Connections.

Step 6G: Click on the "Upload sync file" button in the top right corner of the page.

Step 6H: Upload the downloaded file from the SSM On-Prem-> Click Next.

Step 6I: Under "**New On-Prem account sync**", Provide your On-Prem account name & Virtual Account.

Step Result: You will get a confirmation Page.

Step 6J: Click Close

OR

SSM On-Prem Account Network Registration:

Step 7a: Click on the Accounts tab on SSM On-Prem and go to the Account requests tab.

Step 7b: Click on Actions for the account that you want to approve, and click Approve.

Step 7c: Enter your Cisco Credentials in the dialogue shown.

Note: This account needs to have access to the Virtual Account that is going to be registered.

Step 7d: Verify the Account information on the screen that shows, and click on Next .

Step 7e: The Account will be registered, and synchronization will be performed.

Note: To set up an On-Prem account, please go to: How can I setup an SSM On-Prem Account in CSSM?

Troubleshooting

For External Customer/Partner Use Only: Follow these instructions to resolve your issue. If you need further assistance, please initiate a request for License Support via Cisco Support Case Manager.