Oracle® Hospitality Cruise Shipboard Property Management System

Launch Panel
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ORACLE

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Preface

The Launch Panel is a platform to access the Oracle Hospitality Cruise Shipboard Management System (SPMS) program. Apart from the platform functionality, Launch Panel also administer the user access to the system.

Audience

This document is intended for application specialist and users of Oracle Hospitality Cruise Shipboard Property Management System.

Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:
https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name.
- Functional and technical description of the problem (include business impact).
- Detailed step-by-step instructions to re-create.
- Exact error message received and any associated log files.
- Screen shots of each step you take.

Documentation

Oracle Hospitality product documentation is available on the Oracle Help Center at
http://docs.oracle.com/en/industries/hospitality/

Revision History

Date	Description of Change
March 2017	• Initial publication
August 2018	• Revised Prerequisites

Prerequisite, Supported Systems, and Compatibility

This section describes the minimum requirement to run the Launch Panel.

Prerequisite

- OHC Launch Panel.exe
- OHC Updater.exe
- OHC UpdaterWatchdog.exe
- OHCSPMSUtils.dll

Supported Operating Systems

- Microsoft Windows 7 – 32-bit system/ x64-bit system
- Microsoft Windows 8 – 32-bit system/ x64-bit system
- Microsoft Windows 10 – 32-bit system/ x64-bit system

Compatibility

SPMS version `8.0` or later. For customer operating on version below `8.0`, database upgrade to the recommended or latest version is required.

1 Launch Panel

The Launch Panel is the main panel where you access the SPMS modules. Application shortcuts are created for ease of access, allowing you to launch applications from a single location.

1.1. Functionality in Launch Panel

This section describes the functionality of SPMS Launch Panel.

Event Overview

The Event Overview screen indicates important information such as passengers expected to embark, cruise plans and so forth that are shared with other users.

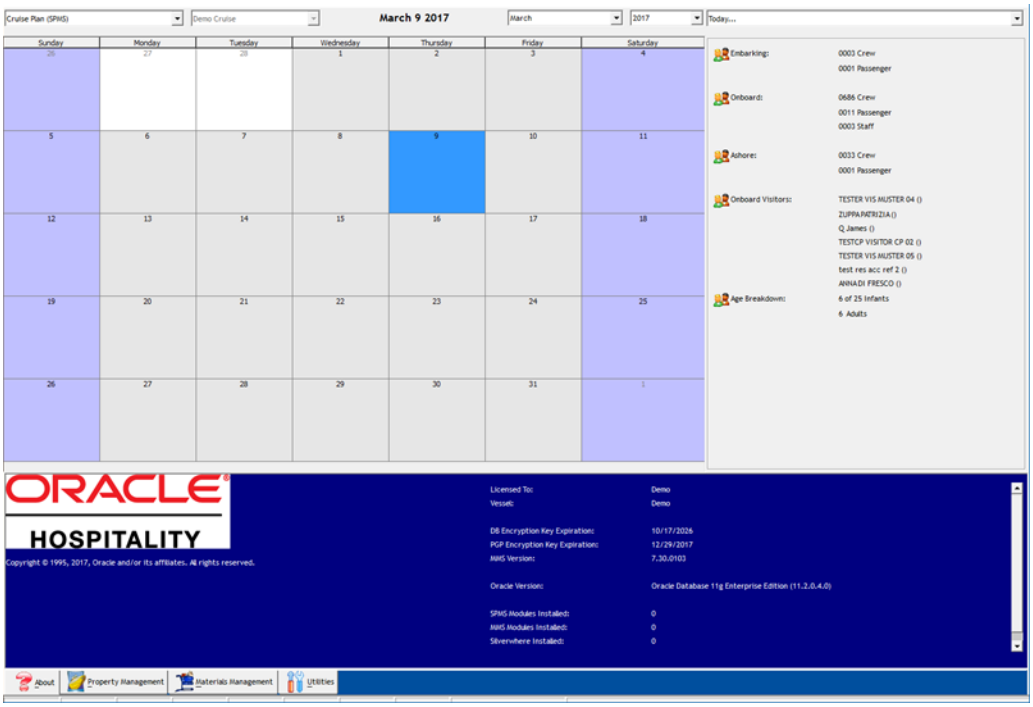

Figure 1-1 – Launch Panel (Event Overview)

At the top of the Launch Panel, these default filters reflect the data in the calendar:

- **Event type:** Cruise Plan, Cruise Plan-with time, expected to embark
- **Vessel:** Current Cruise
- **Date:** Month / Year

Event Summary Overview

A summarized view of important information are displayed on the right pane of the Event Summary screen based on following filters:

- Today… (Expected Embarking of the day)

- Port Agent
- System Check
- User Online
- Vendor

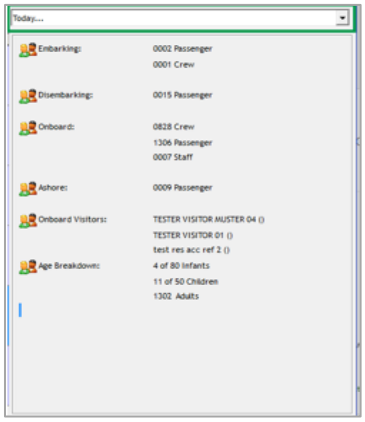

Figure 1-2 – Launch Panel (Event Summary Overview Filter)

System Status Overview (About)

This section describes the System Status Overview, which are used to display the important system status information such as Vessel, Database (DB) Encryption Key Expiration Date, Pretty Good Privacy (PGP) Encryption Expiration Date, Material Management System (MMS) Version, Oracle Database Version and so forth to be shared with other users.

Property Management tab

The Property Management tab lists the application added to this panel for ease of access and the system download the latest version if found. You may add the application using an **Add Function** or **F12** function key, and this would require an Administrator login.

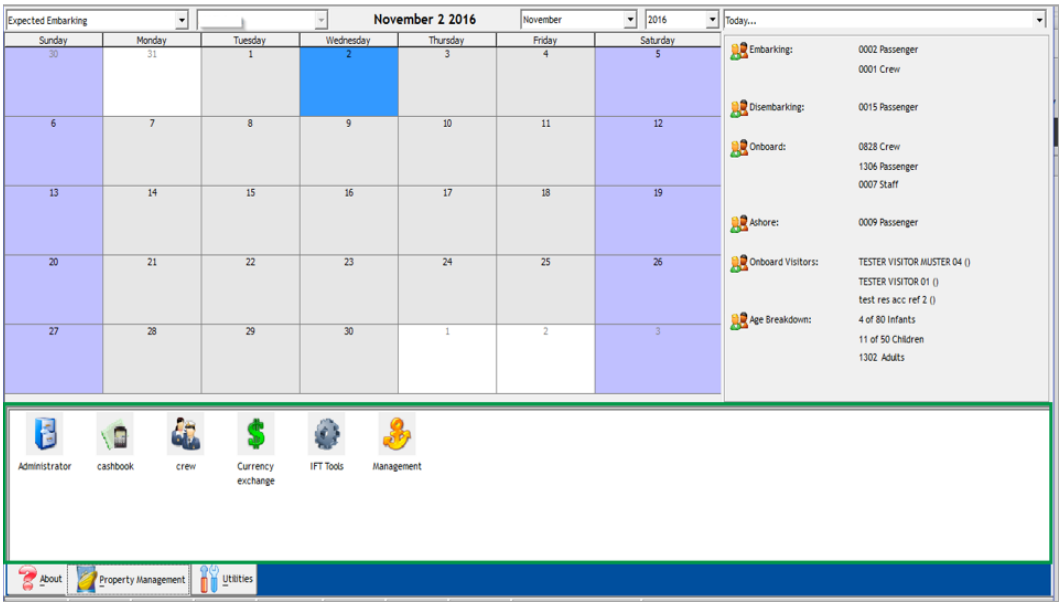

Figure 1-3 – Property Management

Utilities Management tab

The Utilities Management tab is where user access is granted/revoked, or when a program is updated using the Updater.

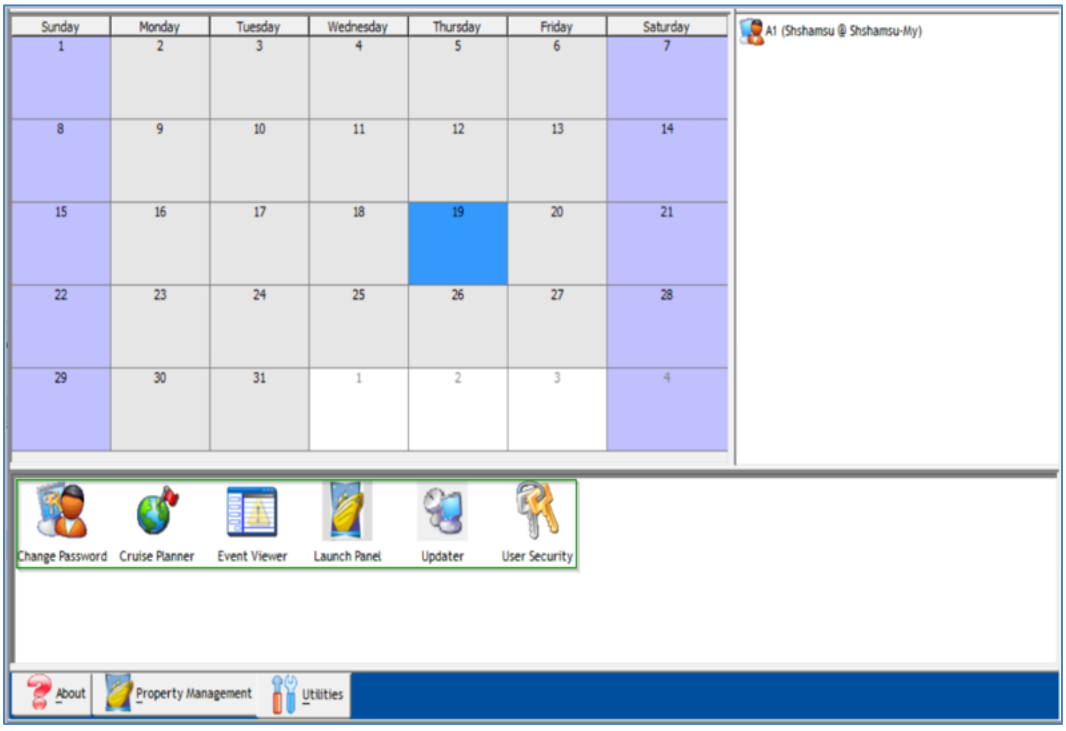

Figure 1-4 – Utilities Management

1.2. Adding an Application

1. Run the **Launch Panel** from `Oracle Hospitality Cruise` folder.
2. The application is added by right-clicking in the blank space of the tab and select **Add** or press **F12** to open the Launch Panel Application and System File Update window and select the group from the drop-down menu.

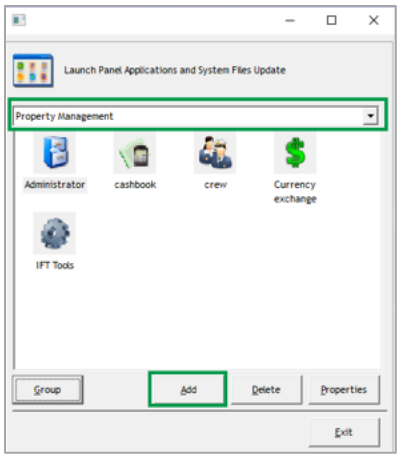

Figure 1-5 – Launch Panel Application and the System Files Update

3. Click **Add** to open the Add Application Wizard dialog box.
4. In the Add Application Wizard dialog box, Display Name field, insert the program name to add, and then click **Next**.

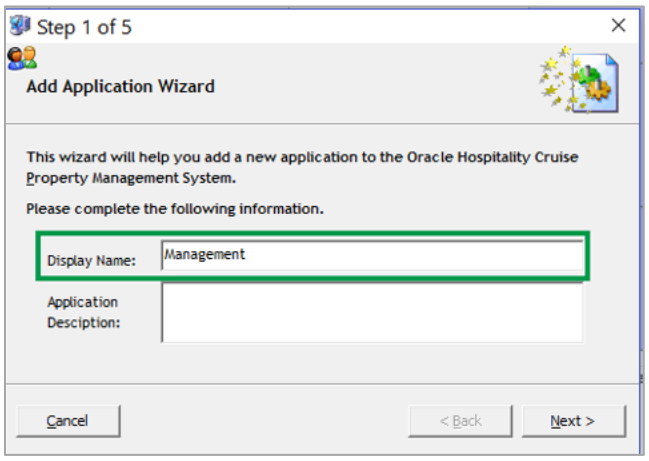

Figure 1-6 – Add Application Wizard – Display Name

5. Click the ellipsis button and browse to the application location. Select the required program to add and then click **Next**. The application's file size, version and the date created is shown underneath the application name.

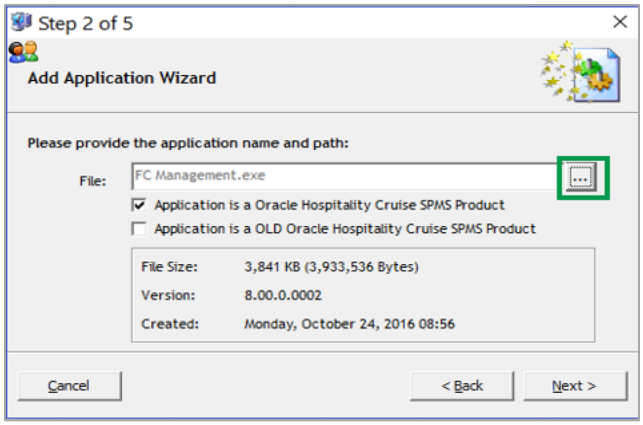

Figure 1-7 – Add Application Wizard – File Name

6. Select an Icon for the application or click **Next** to use the system default icon.

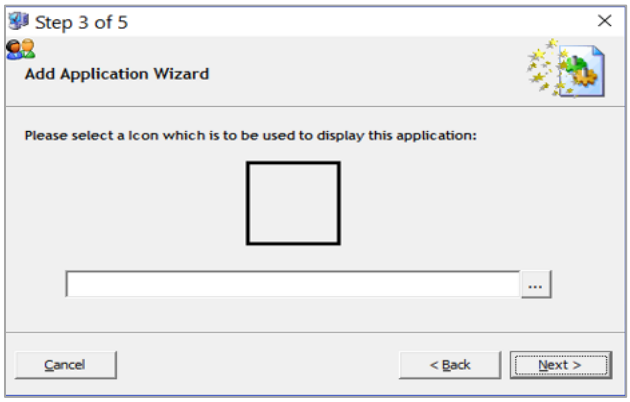

Figure 1-8 – Add Application Wizard Icon Selection

7. At the Add Application Wizard window, click **Next**.
8. Select the users for this application and then click the right-angle bracket (>) to enable the access or double-right angle bracket (>>) to enable all.

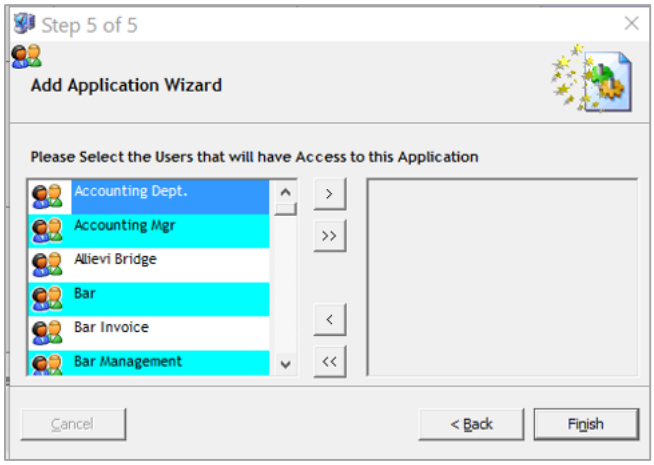

Figure 1-9 –Add Application Wizard User Selection

9. Click **Finish** and exit the application.

2 Adding Required Application

This section describes the steps to upload required application into the Launch Panel.

2.1. Inserting an Application using F12 function key

1. Run the Launch Panel program from `Oracle Hospitality Cruise` folder.
2. Bypass the Updater by pressing the ALT key and then click the female icon to login.

Figure 2-1 – Login Window (Female Icon)

3. In the Launch Panel, press **F12** function key to open the Launch Panel Applications and System Files Update window.
4. Select the Property Management category from the drop-down list and click **Add**.

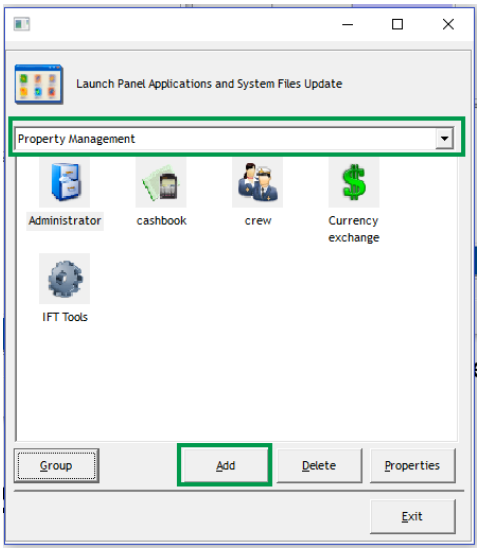

Figure 2-2 – Launch Panel Application

Below are the applications/programs for each of the categories.

a. Property Management:
   - Administration.
   - Crew
   - Management
   - Tools or any executable that the user uses to perform their task.

b. REGASM Files category:
   - Wrapper.dll

c. System Files category
   - OHCSPMSBusiness.dll
   - OHCSPMSData.dll
   - OHCSPMSUI.dll
   - OHCSPMSMobile.dll

d. Utilities category
   - Launch Panel
   - Updater
   - UpdaterWatchdog
   - UserSecurity

5. Exit the Launch Panel.
6. Run the Launch Panel to access the application and allow the system to download the latest version from the server.

2.2. Manual Updating an Application

Below steps describes the process to update each application manually when the latest release application becomes available.

1. Repeat step 1 and 3 of the above section.
2. Select Property Management category from the drop-down menu, then select the desired program and then click **Properties**.

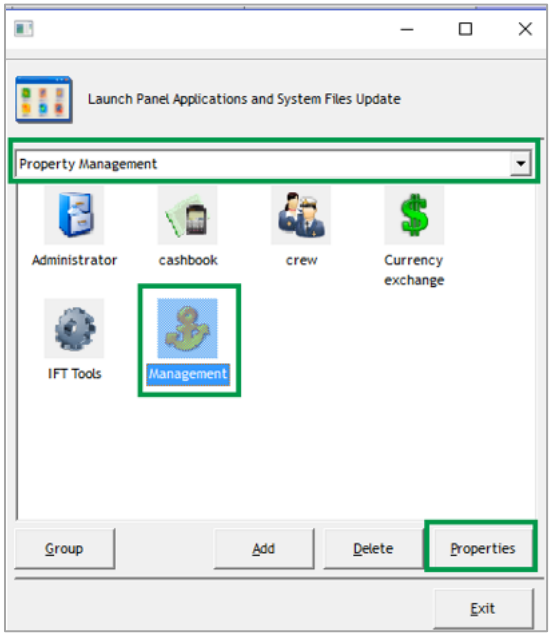

Figure 2-3 - Launch Panel Application

3. In the Folder Properties window, click **Update File**

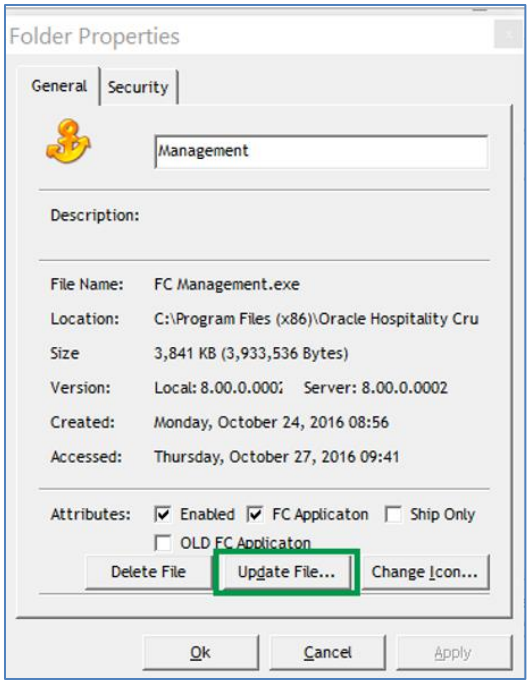

Figure 2-4 –System Files Update Window (Folder Properties)

4. Browse and locate the latest application file from `Oracle Hospitality Cruise` folder and click the **Open** button.

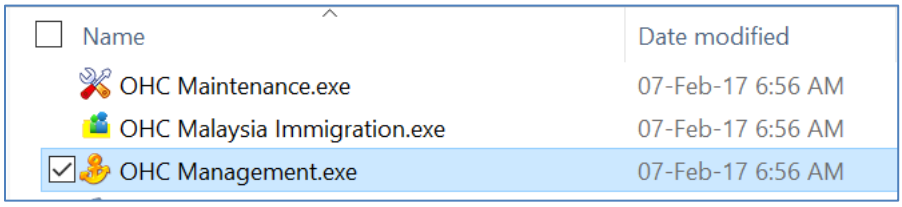

Figure 2-5 - Application File To Be Added

5. During the update, a progress bar is shown. Click **OK** to close the Folder Properties window. Repeat the above steps to update the other application.

2.3. Batch Update of application

Below steps describes the batch update of applications registered in Launch Panel when the latest release application becomes available.

1. Repeat step 1 and 3 of the Inserting an Application using the **F12** function key.
2. In the Launch Panel Applications and System Files Update window, click the **Group** button.

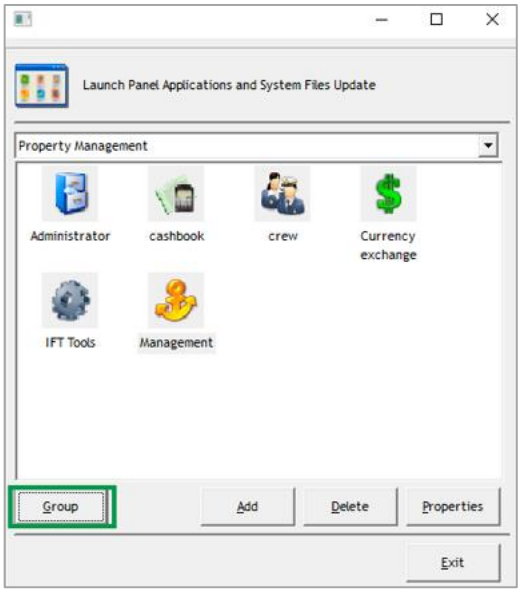

Figure 2-6 – Launch Panel Application

3. Browse and locate the folder where the latest application files reside.
4. The progress of the application files updated is shown at the bottom left of the window in sequential order.

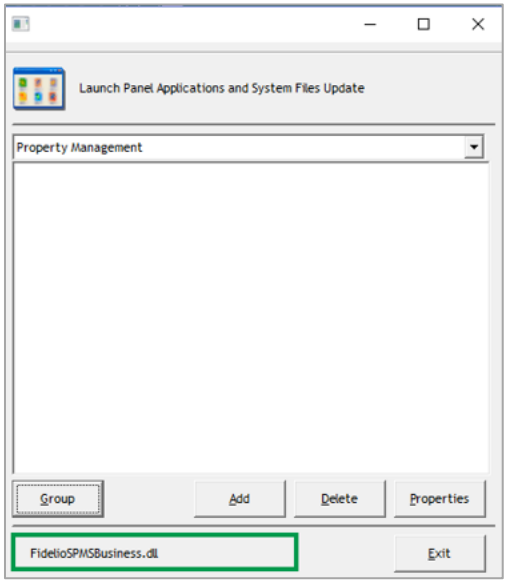

Figure 2-7 – Launch Panel Application (Update In Progress)

5. Once the update completes, all the application are shown in order in the Launch Panel Application and the System Files Update window. Click **Exit** to close the window.

3 User Access Right

This section describes the administration of User Access Rights for each user group. The access is only granted at a group level instead of individual users. The User Security application is accessible only through the Launch Panel.

3.1. User Security

The User Security function is comprised of four main area.

1. Menu bar
2. Security Group
3. Access Level by module
4. User groups.

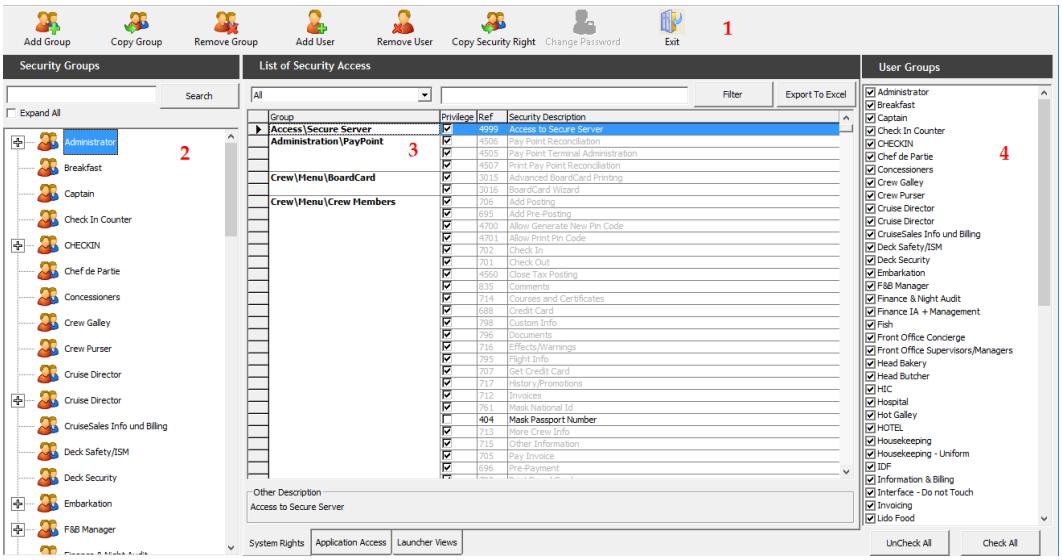

Figure 3-1 – User Security

To access the User Security application,

1. Run the Launch Panel application and navigate to **Utilities** tab.
2. Double-click the User Security application.

Adding a User Group

1. From the User Security screen, click **Add Group** from Menu bar.
2. In the Add User Group window, define the new **User Group's Name** and **Description**. The name field is limited to six alphanumeric and description is 50 alphanumeric.

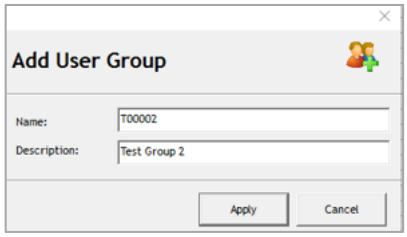

Figure 3-2 – User Security (Add User Group)

3. Click **Apply** to create the new user group. Newly created security group are shown under Security Groups and User Groups section.

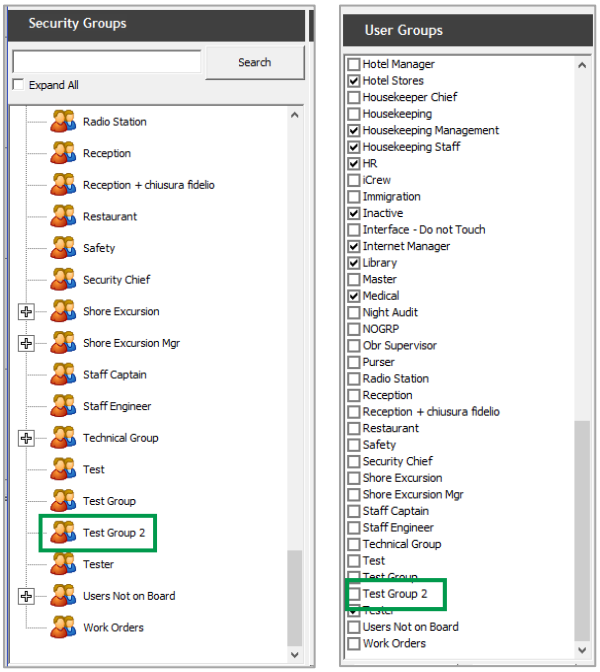

Figure 3-3 – User Security (Security Groups & User Groups)

4. In the User Groups section, select the newly created group.
5. Navigate to the **System Rights** tab and assign the individual privilege by module by checking the respective check boxes. Use the search bar to look up the privilege by keyword.
6. Navigate to **Application Access** tab and check the application this User Group is accessible.
7. Navigate to **Launcher Views** tab and check the view this User Group is accessible.
8. Click **Exit** to close the application.

Copying a Group

1. Select a Security Group from the Security Groups list.
2. Click **Copy Group** from the menu bar.

3. In the Copy User Group '**GroupName**' window, define the new group name and description.

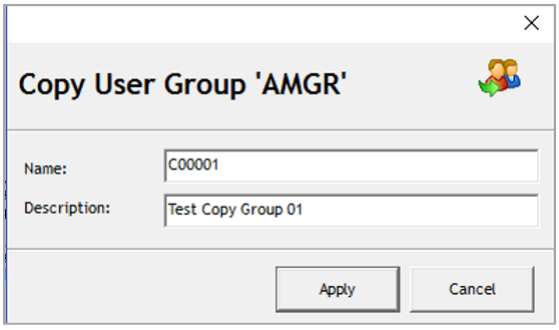

Figure 3-4 – User Security (Copy User Group)

4. Click **Apply** to copy the group. The group is added under security group and user group.

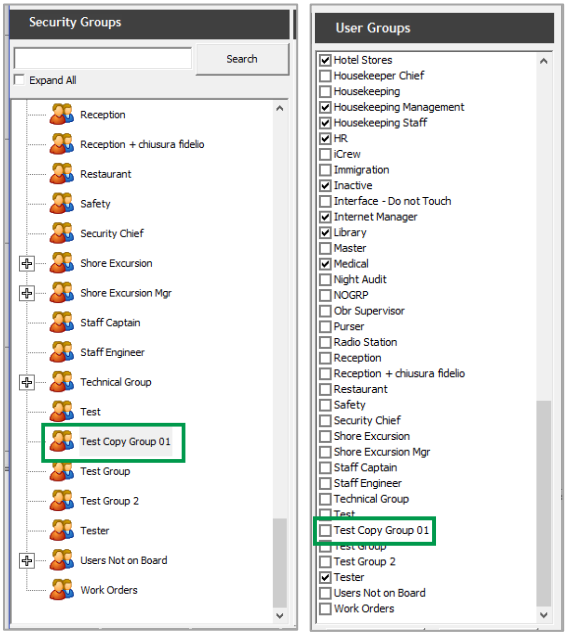

Figure 3-5 – User Security (Security Groups & User Groups)

5. The System Rights of the copied group are identical to the Security group you copied from.

Removing a Group

1. Select a Security Group from the Security Groups list.
2. Click **Remove Group**.
3. At the Remove User Group (group name) prompt, select **Yes** to proceed or **No** to cancel and return to the previous screen.

Adding a User

1. Select a Security Group from the Security Groups list.
2. Click **Add User** from the menu bar.
3. In the Add User window, enter the relevant information in each of the each section.

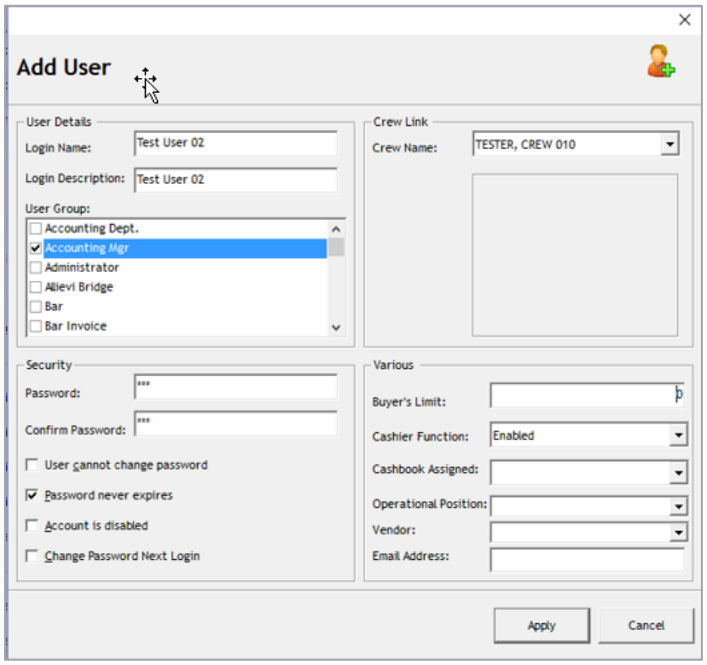

Figure 3-6 – User Security - Add User screen

Table 3-1 - Field description of Add User screen

Field Name	Description
Login Name	Login ID used is SPMS application.
Login Description	User full name
User Groups	Group user is assigned to, multiple selections is allowed.
Password	User Password
User cannot change password	Disable user from changing the password when checked.
Password never expires	User password has no expiry date
Account is Disabled	The account is locked and not accessible when checked.
Change Password Next Login	Prompt user to change their password at next login.
Crew Name	Link user ID with crew profile.
Buyer Limit	The maximum amount user is allowed to spend on good purchases in MMS module.

Field Name	Description
Cashbook Assigned	Cashbook the user is assigned to.
Operational Position	Position user is assigned to.
Vendor	Use in web services (iCrew) to retrieve the excursion.
Email address	Email address of the user.

4. The newly created user is reflected in selected Security Group. Expand the tree view to view the user.

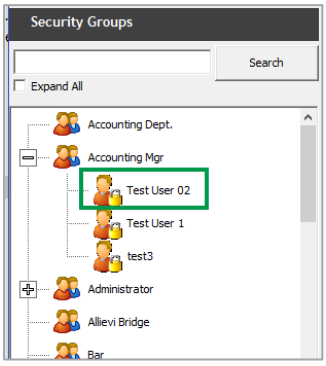

Figure 3-7 – Added User in Security Groups

Removing a User

1. Select the user from the Security Group.
2. Click **Remove User** from the menu bar.
3. At the Remove User prompt, reconfirm the user name and ID, then click **Yes** to proceed or **No** to return to the previous menu.

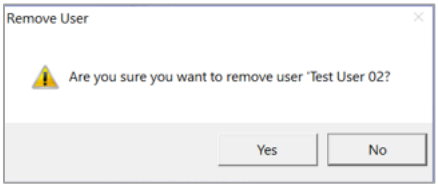

Figure 3-8 – User Security (Remove User)

4. The system prevents you from removing a user that has performed transactions in the system and prompts an error when **Yes** is clicked.

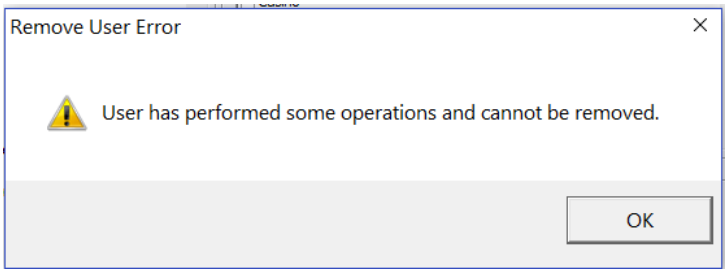

Figure 3-9 – Error Removing User

Copying Security Right

The Copy Security Right allows you to copy existing user access rights assigned from one group to another.

1. Select a Security Group from the Security Groups list.
2. Click **Copy Security Right** from the menu bar.
3. In the Copy User Security Right window, the selected group is defined in **From Group** column. Select from the drop-down menu the group to copy to.

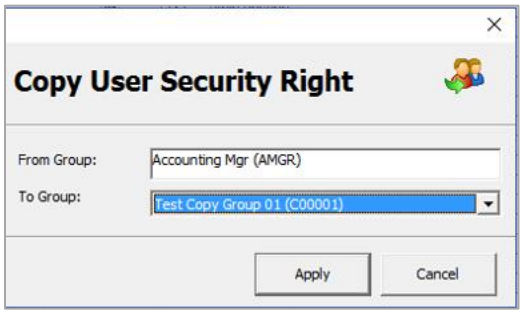

Figure 3-10 – Copy User Security Right

4. Click **Apply** to proceed and the access rights you copied from is added to the group.

Changing Password

1. Select a user from the Security Group list.
2. Click **Change Password** from the menu bar.
3. In the Change Password for [User Name] window, enter the new password and confirm the password.

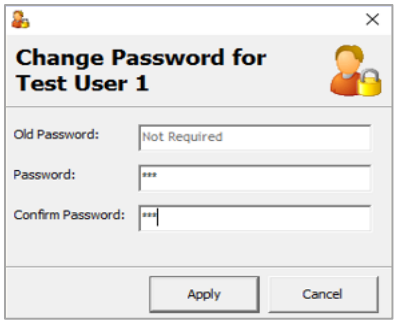

Figure 3-11 – Change Password

4. Click **Apply** to proceed and a message box prompting "Password has been changed" when the password is applied successfully.
5. Click **OK** to close the message box.

Searching for System Rights

The User Security function is built in with a search function, allowing you to search for security groups or user rights.

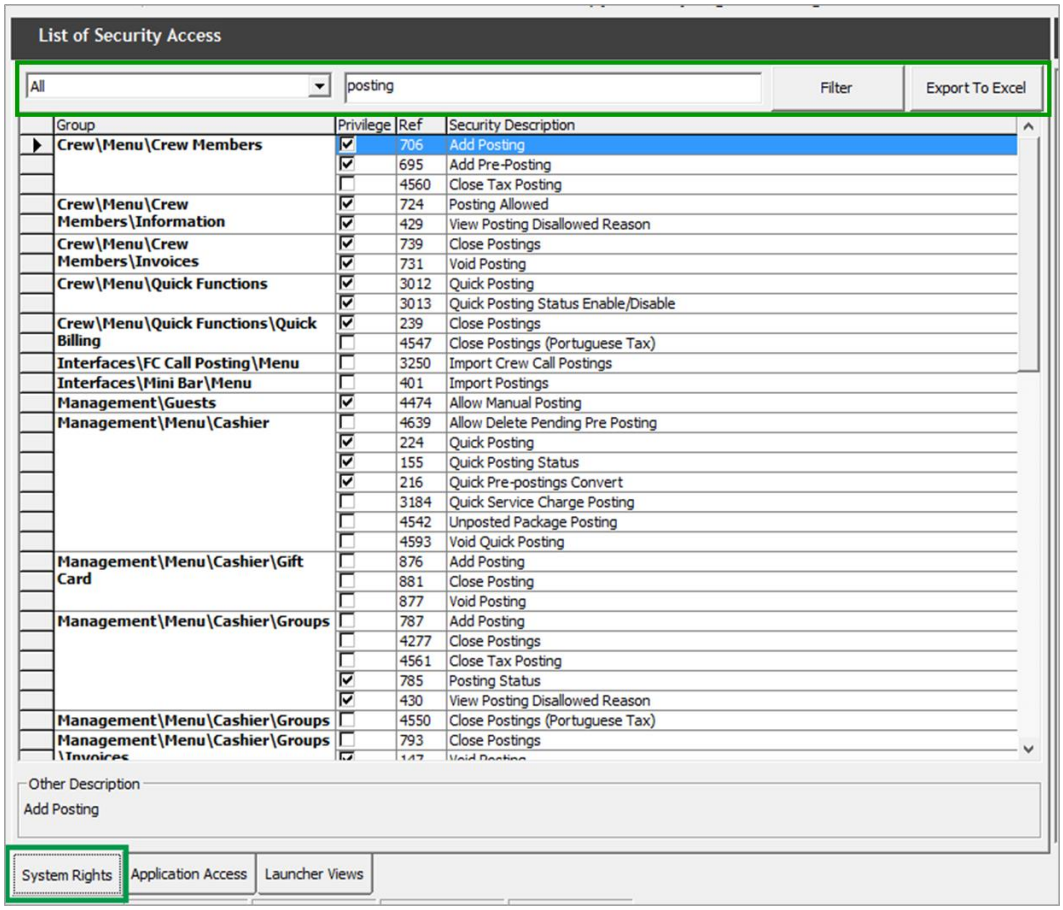

Figure 3-12 – System Rights Search

Table 3-2 - User Security Fields

Field	Description
Group	Indicates the module the function is attached to.
Privilege	Indicator if the user rights are assigned.
Ref	System Security Access Rights Reference
Security Description	Description of the security rights.

1. In **System Rights** tab of the List of Security Access section, select the access group to filter from the drop-down list.
2. Tab to the next field and insert the keyword to filter, for example, Posting.
3. Click **Filter** to display the access rights that contain the keyword.
4. The return results are exportable to Microsoft Excel. Click the **Export to Excel** to export the Security Access Rights.

4 Forgot Password

The Forgot Password is a password reset feature. This feature is only available in Launch Panel Login screen.

4.1. Setting Up Password Reset

1. Login to Administration module.
2. Select **Database Parameter**, **Promo** group and define the SMTP settings in the following parameters:
   - SMTP Server IP Address
   - SMTP Server IP Port
   - Sender Name
   - Sender Email Address
   - SMTP Require SSL. Depends on organization requirement
   - SMTP Server Require Login Authentication. If parameter enabled, define the following:
     - SMTP User Name
     - SMTP User Password
3. In the Launch Panel, select **User Security**. Define the Email address for the login user.

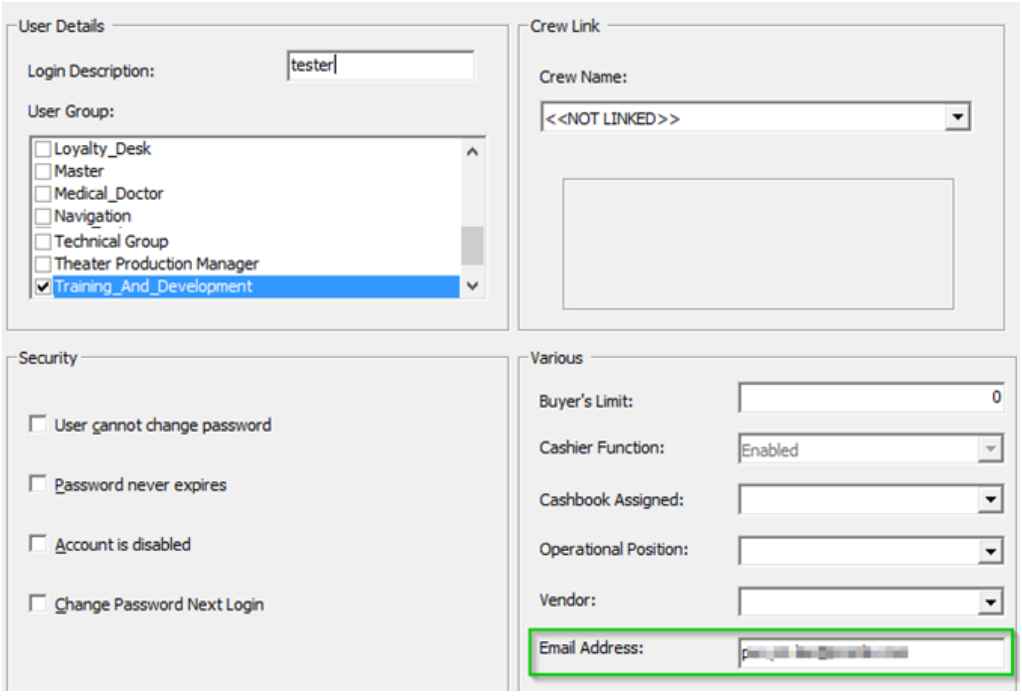

Figure 4-1 - User Account Email Settings

4.2. Password Reset feature

1. Launch the Launch Panel application and click the **Options** button.

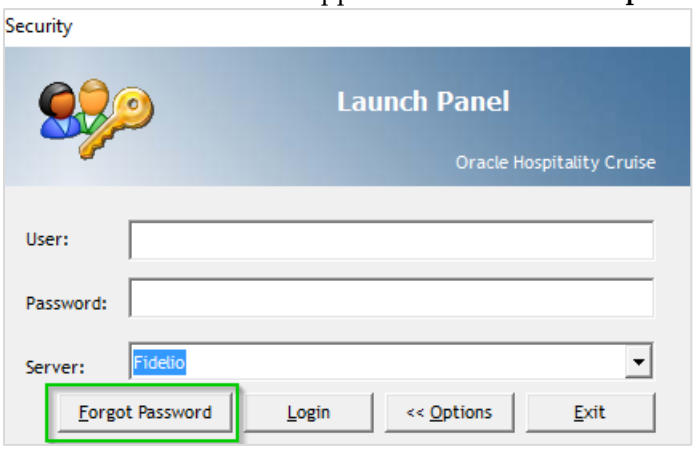

Figure 4-2 - Launch Panel - Forgot Password

2. Click the **Forgot Password** button at the bottom left. You are require to enter the user login ID and email address that matches the email defined in user login account.
3. The system prompts an "Invalid Email Address" message if the email address does not match.

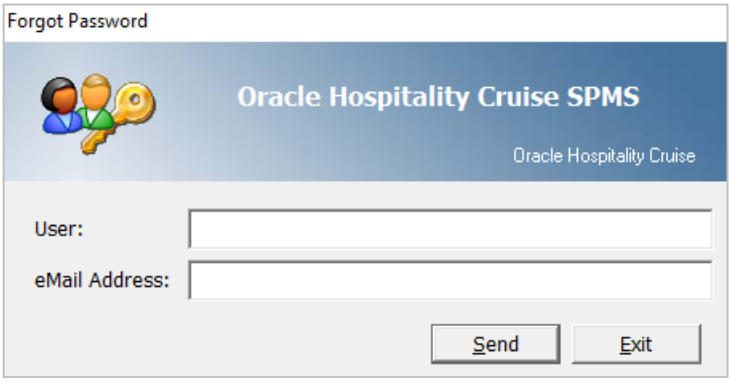

Figure 4-3 - Forgot Password

4. A notification message "An email with instruction how to reset your password has been sent to xxx@xxxxx.com" shall prompt when **Send** is clicked. You will received a temporary password in your email account, as shown in below example.

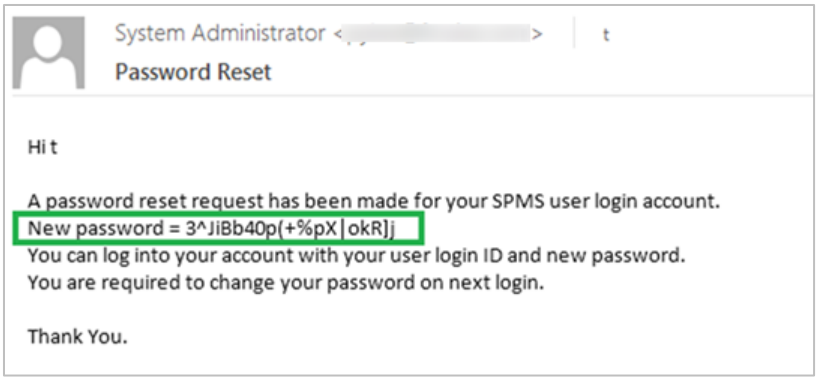

Figure 4-4 - Sample Password Reset Template

5. Once you request for a password reset, the old password is no longer valid. Copy the temporary password from email and paste into Login screen.
6. Click **Login**. The system prompts for password to be changed.
7. Click **OK** and proceed to change the password.