


# Service Scheduler - Administration guide

- [Updating registration details](#)
- [Service Scheduler - server installation guide](#)
- [Zero config / Auto Discover](#)
- [System settings](#)
- [User administration](#)
- [User administration - account switching](#)
- [User administration - Azure](#)
  - [Register Entra application](#)
  - [Update global settings](#)
  - [Limit access to groups / UPN](#)


# Updating registration details

Login as an administrator user


Select the system menu (or padlock)

 and or type unknown

Navigation to System and search settings for "registration\_", edit the entry

 and or type unknown

Enter the new key and press save

 and or type unknown

# Service Scheduler - server installation guide

MySQL

See [MySQL installation guide](#)

# Zero config / Auto Discover

See this guide for detailed setup of [Zero config](#)

# System settings

System settings contain many default and system options for Service Scheduler. Care should be taken before adjusting these settings.

NOTE: For changes to apply it is recommended that users restart the application

To access system settings

NavigationHistoryMessagingOptionsAboutSystem SettingsGeneralDocumentsMessagingReportsStaffSecuritySystem

SystemSystem SettingsGeneralDocumentsMessagingReportsStaffSecuritySystem2

HomeContactsCalendarSalesServicePartsManagement1

SettingsSystem CSV MapsAdvancedEditWizard

Setting Key	Setting Value	Setting..
loan_car_calendar_days		integer
loan_car_default_full_day		boolean
loan_car_delete_password		string
loan_car_override		string
otp_email_body		string
otp_email_subject		string
otp_enabled		boolean
otp_sms_message		string
parts_orders_automatic_sms_on_part_arrived		boolean
parts_orders_default_emailtemplateid		integer
parts_orders_default_smstemplateid		integer
parts_orders_era_department		string
parts_orders_era_integration		boolean
parts_orders_sms_reply_to_email		string
parts_orders_sms_templateid		integer
planner_allow_overlap		boolean
planner_default_duration_minutes		integer
planner_default_duration_use_job_estimate		boolean
planner_default_duration_use_recondition_estimate		boolean
planner_display_days		integer
planner_display_unit		integer
planner_end_time		time
planner_icons_caption_job		string
planner_icons_caption_predelivery		string
planner_icons_caption_reconditioning		string
planner_layer_break_entries		boolean
planner_layer_public_holidays		boolean
planner_layer_timesheet_entries		boolean
planner_position_lock_enabled		boolean
planner_scale		integer
planner_scale_to_fit_enabled		boolean
planner_start_time		time
planner_template_caption_job		on_string
planner_template_caption_predelivery		malstring
planner_template_caption_reconditioning		{reconditioning_location_name, re_number, recondition_name, recondition_completion_date, reconditioning}

Last update: 11/07/2024 1:55:28 PM58:233

NOTE: Do not change system values unless specified by your software vendor or system administrator.

GeneralDocumentsMessagingReportsStaffSecuritySystem

Edit a setting to make changes

System Setting Details

System Setting

Key

company\_legal\_name

Value

Abit Mazda Pty Ltd

Copy

Paste

Value Type

☐ vtUnknown

☐ vtFloat

☐ vtDate

☐ vtPassword

☒ vtString

☐ vtCurrency

☐ vtDateTime

☐ vtInteger

☐ vtTime

☐ vtBoolean

Description

Company Legal Name

Inactive

Save

Cancel

# System setup wizard

A wizard is available to prompt an administrator through common system settings



Edit



Wizard

1



System Setup Wizard



## ▼ Setting Key

calendar\_default

company\_abn

company\_address

company\_close

company\_email

company\_email

company\_facsim

▶ company\_legal

company\_name

company\_open

company\_postal

company\_postal

company\_postal

company\_postal

company\_street

company\_street

company\_street

company\_street

company\_teleph

company\_websi

company\_workp

courtesy\_bus\_c

documents\_bloc

documents\_keyword\_refresh\_enabled

## Welcome

Welcome to Service Scheduler system setup.

This wizard will guide you through the setup of Service Scheduler. Certain configuration may require information from your System Administrators.

☐ Skip system setup wizard

&lt; Back

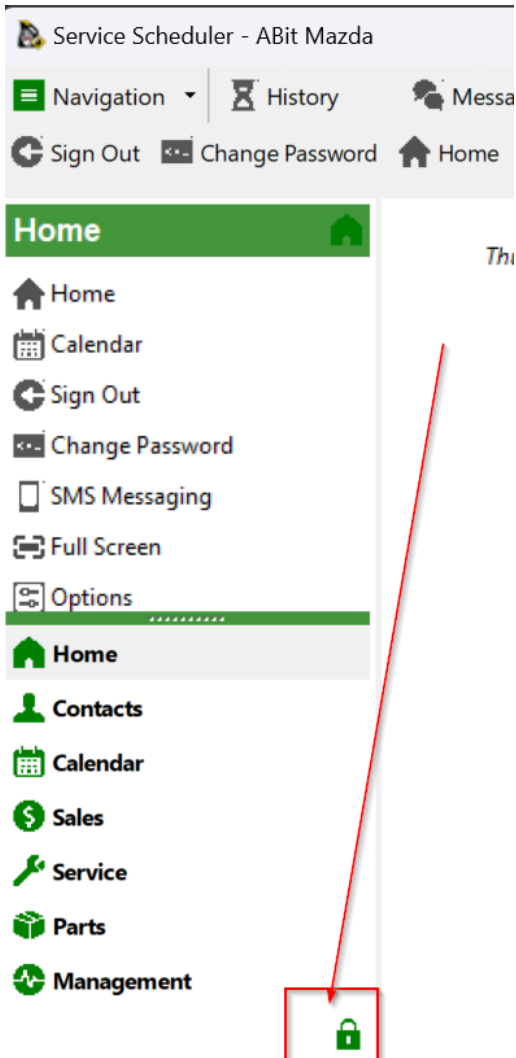
Next &gt;

Cancel

True

# User administration

Select administration area



## Local user accounts

### Creating a new staff member

Start the new staff wizard, enter required information if the user is required to login check the "Allow login" box

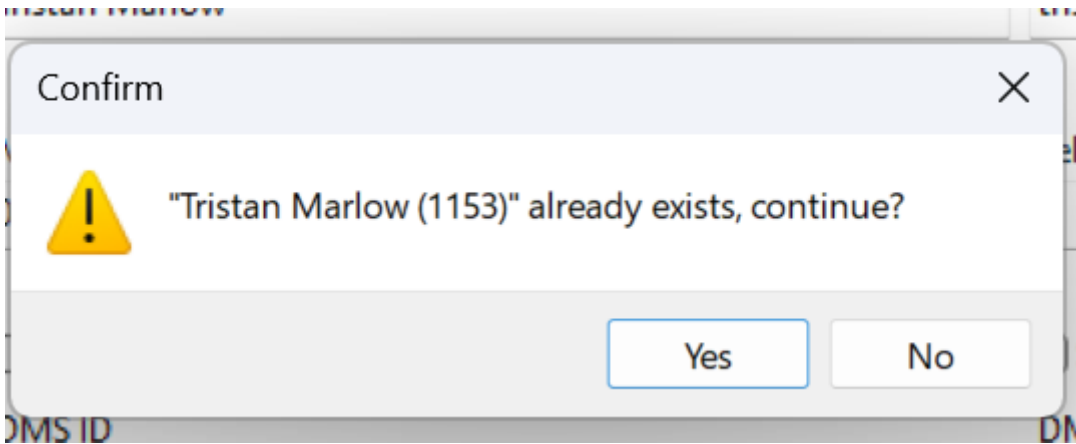


The screenshot shows the 'Service Scheduler - ABit Mazda' application. On the left is a sidebar with a 'System' menu and various icons for System Settings, General, Documents, Messaging, Reports, Staff (with a red '1' badge), and Security. The main window displays the 'Staff wizard' with a 'Welcome' message: 'This wizard will guide you through the setup of a staff member.' The form includes fields for 'Full name', 'Email address', 'Mobile', 'Telephone', and 'Facsimile'. Below these are three columns of checkboxes for roles: 'Technician', 'Service Advisor', and 'Sales Person', each with a 'DMS ID' field. There is also an 'Allow login' checkbox. At the bottom, there are 'Username' and 'Password' fields, and a 'Generate Password' button (represented by a key icon). To the right of these fields are 'Options' checkboxes: 'Administrator', 'Change password', and 'Allow account change'.

You can use the generate password button to create a password

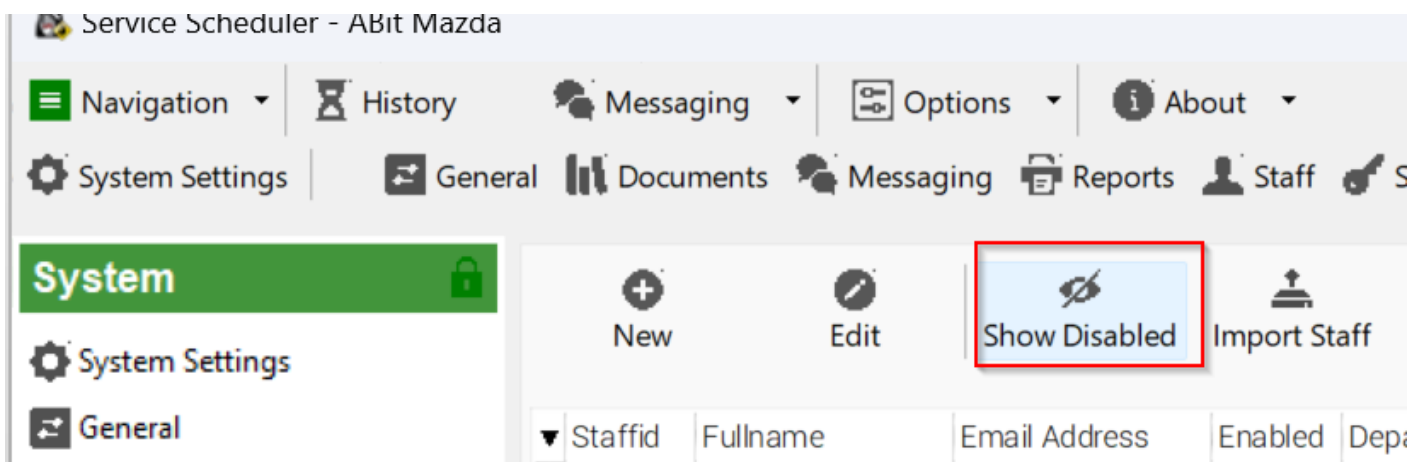
This screenshot shows a close-up of the password generation process. A small dialog box is open, displaying a randomly generated password 'f86JyVsF'. A red arrow points from the 'Generate Password' button in the previous screenshot to this dialog. Below the dialog, the 'Username' field contains 'tristan.marlow' and the 'Password' field is masked with dots. The 'Generate Password' button (key icon) is highlighted with a red box. The 'Options' section on the right remains the same, with 'Administrator', 'Change password', and 'Allow account change' checkboxes.

Service scheduler will check for a similar name to ensure that the user



## Edit existing staff member

To find a staff member that has had their account disabled. Select the following button



Adjust user details as required

Staff details

Full name

Tristan Marlow

Enabled

General

Security

Address

Departments

Team Leader

Qualifications

Documents

Username

tristan

Password

Administrator

Allow account change

Last password change

25/07/2024

Change password

Password never expires

Reset OTP

Enable OTP

Modules

OTP devices

Edit

Refresh

Search

▼ Modul...	Module Name	Read ...	Write ...	Delete ...	Special Access
▶ 17	CALENDAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	CONTACTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20	HUMAN_RESOURCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	LICENSE_BOOKING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	MESSAGING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Last update: 1/08/2024 02:01:13 PM

1:23

Duration: 0.016 sec.

Browse

Save and Close

Save

Close

# LDAP Integration (Active Directory)

To enable LDAP integration, navigate to system settings and search for "ldap"

Navigation

History

Messaging

Options

About

System Settings

General

Documents

Messaging

Reports

Staff

Security

System

ABit Mazda

System

System Settings

General

Documents

Messaging

Reports

Staff

Security

System

Home

Contacts

Calendar

Sales

Service

Parts

Management

Settings

System CSV Maps

Advanced

Edit

Wizard

Search

Idap

Setting Key	Setting Value	Setting...	Setting Description
ldap_allow_company		:string	LDAP allowed company name
ldap_allow_departments	Service Scheduler Mazda,IT Department	:string	LDAP allowed departments, seperated by ",,"
ldap_domain	abitmazda.local	:string	LDAP login domain (eg company.local)
ldap_enabled	True	:boolean	LDAP login integration
ldap_server_hostname		:string	LDAP server hostname (leave black to use domain)
ldap_server_port	389	:integer	LDAP server port

Last update: 1/08/2024 02:11:30 PM

6:6

Duration: 0.015 sec

Idap

NOTE: Do not change system values unless specified by your software vendor or system administrator. All users will need to logout for changes to become active.

General

Documents

Messaging

Reports

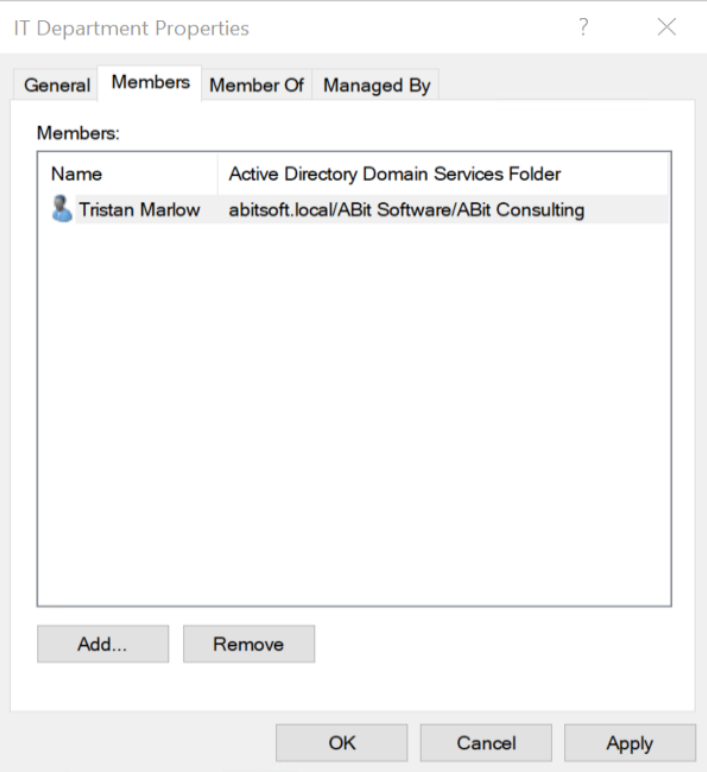
Staff

Security

System

ldap_allow_company	This will look at the users "company" and if matches will allow login/ Blank will allow any company value.
ldap_allow_departments	This will look at group the user is a member of and if they match a group name
ldap_domain	Your LDAP / Active Directory domain name
ldap_server_hostname	The domain will be used to find a server via DNS but a specific server can be specified.
ldap_server_port	Port to communicate for LDAP requests

Departments / Active Directory groups are the recommended method of controller



As the password is controlled by LDAP, attempting to change the password will result in "User passwords are managed by LDAP integration"

image.png and or type unknown

# Bulk Import

Create a CSV file with the following format.

dmsid	fullname	email_address	username	password	administrator	advisor	technician
	Joe Boss	joe.boss@company.com	joe.boss	#password2024!	1	0	0
	Joe Advisor	joe.advisor@company.com	joe.advisor	#password2024!	0	1	0

Navigation History Messaging Options About

System Settings General Documents Messaging Reports Staff Security System

### System

System Settings  
General  
Documents  
Messaging  
Reports  
Staff  
Security  
System

Home  
Contacts  
Calendar  
Sales  
Service  
Parts  
Management

New Edit Show Disabled Import Staff

Staffid	Enabled	Fullname	Email Address	Mobile Phone	Business Phone	Home Phone	Departmentid	Job
23		Staff Importer						
6								
4							S	
26								
25								
21								
4								
19								
14								
14								
20								
26								
25								
25								
24								
12								
15								
20								
17								
14								
70								
256	<input type="checkbox"/>	Cameron Dodd	software@abitsyst					

Log

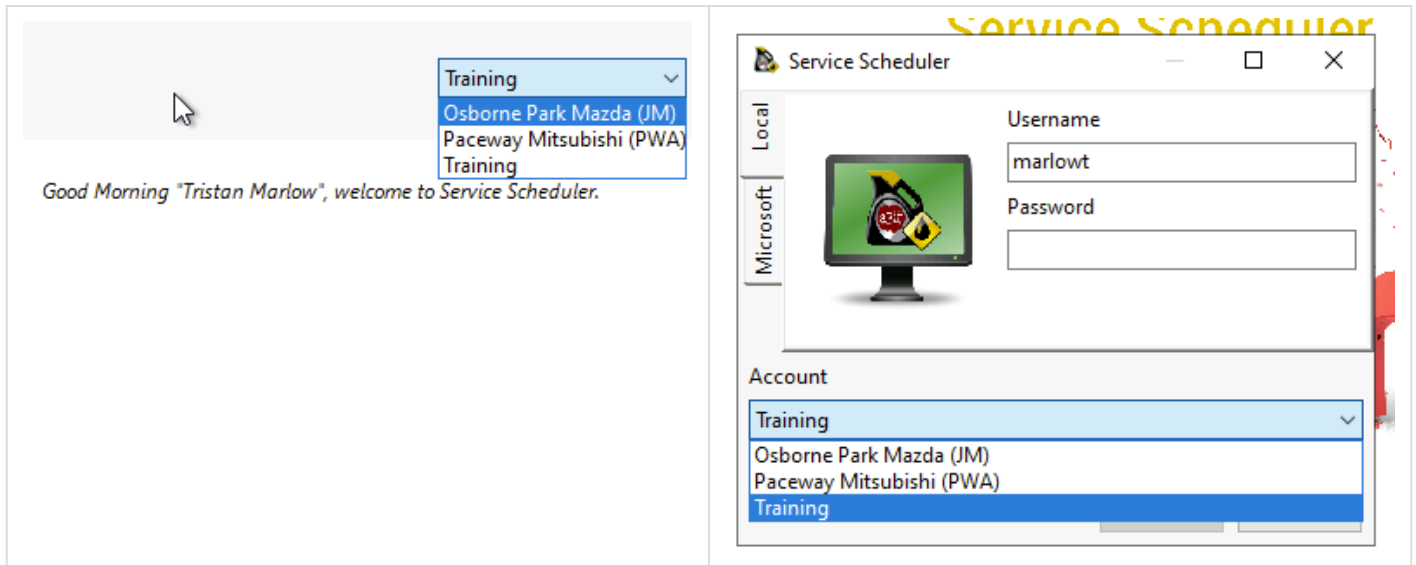
Last update: 22/08/2024 03:31:48 PM 11:59 Duration: 0.047 sec.

General Documents Messaging Reports Staff Security System

Online - Service Scheduler Administrator (1078) 1.92.111.73 Registered: Training (24/08/2027)

# User administration - account switching

When multiple dealerships are setup in Service Scheduler, users may be granted access to swap between sites without logging out and logging back in.



To enable, "Allow account change" must be checked in each account they are allowed to swap from. And the user must exist in all accounts with the same "username"

The passwords do not need to match, however in a local account setup it is recommended to avoid confusion if the user attempts to login to an account from the login dialog.

Staff details

Full name

Tristan Marlow

☒ Enabled

General

Security

Address

Departments

Team Leader

Qualifications

Documents

Username

marlowt

Password

☒ Administrator

☒ Allow account change

Last password change

12/6/2024

☐ Change password

☒ Password never expires

Reset OTP

Disable OTP

Modules

OTP devices

Edit

Refresh

Search

▼ Modul...	Module Name	Read A...	Write ...	Delete ...	Special Access
▶ 17	CALENDAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
7	CONTACTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20	HUMAN_RESOURCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25	LICENSE_BOOKING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	MESSAGING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Last update: 1/6/2025 12:22:11 AM

1:23

Duration: 0.015 sec.

Browse

Save and Close

Save

Close



# User administration - Azure

# Register Entra application

## Basic application setup

<div><h3>Register an application</h3><p><b>Name</b></p><p>The user-facing display name for this application (this can be changed later).</p><input type="text" value="ABIT Software SSC"/></div> <div><p><b>Supported account types</b></p><p>Who can use this application or access this API?</p><p><input checked="" type="radio"/> Accounts in this organizational directory only (ABIT HOLDINGS PTY LTD only - Single tenant)</p><p><input type="radio"/> Accounts in any organizational directory (Any Microsoft Entra ID tenant - Multitenant)</p><p><input type="radio"/> Accounts in any organizational directory (Any Microsoft Entra ID tenant - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)</p><p><input type="radio"/> Personal Microsoft accounts only</p><p><a href="#">Help me choose...</a></p></div> <div><p><b>Redirect URI (optional)</b></p><p>We'll return the authentication response to this URI after successfully authenticating the user. Providing this now is optional and it can be changed later, but a value is required for most authentication scenarios.</p><div><div>Web</div><div>http://localhost</div></div></div> <div><p>Register an app you're working on here. Integrate gallery apps and other apps from outside your organization by adding from <a href="#">Enterprise applications</a>.</p></div>	<p>Create a new application and allow Web URL of http://localhost</p>
---	---

Essentials

Display name  
Abit Software SSO

Application (client) ID1

Object ID

Directory (tenant) ID2

Supported account types  
My organization only

Client credentials

Add a certificate or secret3

Redirect URIs  
1 web.0.spa.0.public.client

Application ID URI

Record Application (client) ID and Directory (tenant) ID for future use.  
Click Add a certificate or secret

Record Application (client) ID and Directory (tenant) ID for future use.

Click Add a certificate or secret

Certificates

Got feedback?

Credentials enable o  
at a web addressabl  
certificate (instead o

Application re

Certificates (0)

A secret string that  
application passwo1

+ New client se

DescripNew client secret

No client secrets h

Description

Expires

November 2024 - 20262

730 days (24 months)3

Click new secret, and create an entry with required duration and name

Click new secret, and create an entry with required duration and name

Click new secret, and create an entry with required duration and name



Refresh

Got feedback?

Grant admin consent confirmation.

Do you want to grant consent for the requested permissions for all accounts in ABIT HOLDINGS PTY LTD? This will update any existing admin consent records this application already has to match what is listed below.

Yes

No

at users have already granted on their own behalf aren't affected. L

The "Admin consent required" column shows the default value for an organization. However, user consent can be customized per permission, user, or app. This column may not reflect the value in your o

Configured permissions

Applications are authorized to call APIs when they are granted permissions by users/admins as part of the consent process. The list of configured permissions should include all the permissions the application needs. [Learn more about permissions and consent](#)

+ Add a permission

Grant admin consent for ABIT HOLDINGS PTY LTD

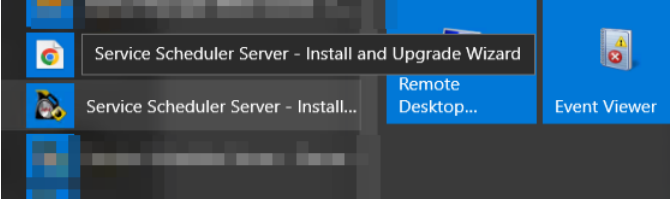
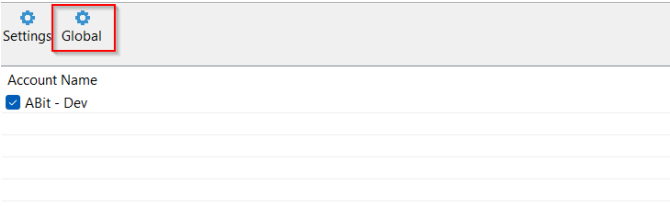
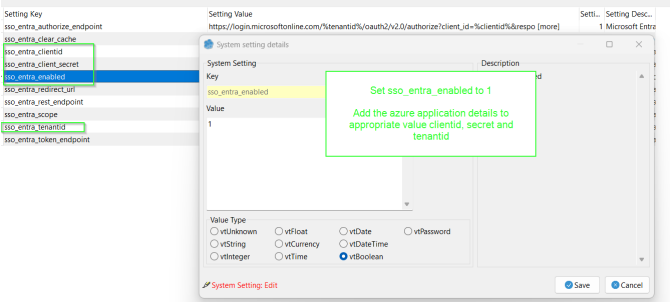
API / Permissions name	Type	Description	Admin consent requ...	Status
<div><div>Microsoft Graph (2)</div><div><div>Group.Read.All</div><div>Delegated</div><div>Read all groups</div><div>Yes</div><div><div>Not granted for ABIT H_</div></div></div></div>				
<div><div>User.Read</div><div>Delegated</div><div>Sign in and read user profile</div><div>No</div><div></div></div>				

To view and manage consented permissions for individual apps, as well as your tenant's consent settings, try [Enterprise applications](#).

Confirm admin consent

# Update global settings

You will need the Azure clientid, applicationid and secret from the [Azure Application](#)

	Start the Service Scheduler Install / Upgrade wizard on the server
	Click next until the Account Settings page and select "Global"
	<p>Set sso_entra_enabled to 1</p> <p>Add the azure application details to appropriate value clientid, secret and tenantid</p>


Stop service scheduler for prompting for account on login





## Pick an account



Signed in







Use another account

To stop the prompt adjust global setting  
sso\_entra\_authorize\_endpoint

System setting details

System Setting

Key

sso\_entra\_authorize\_endpoint

Value

https://login.microsoftonline.com/%tenantid%/oauth2/v2.0/authorize?client\_id=%clientid%&response\_type=code&redirect\_uri=%redirect\_uri%&response\_mode=query&scope=%scope%&prompt=select\_account

Copy

Paste

Value Type

☐ vtUnknown

☒ vtString

☐ vtInteger

☐ vtFloat

☐ vtCurrency

☐ vtTime

☐ vtDate

☐ vtDateTime

☐ vtBoolean

☐ vtPassword

System Setting: Edit

Save

Cancel

Description

Microsoft Entra scope

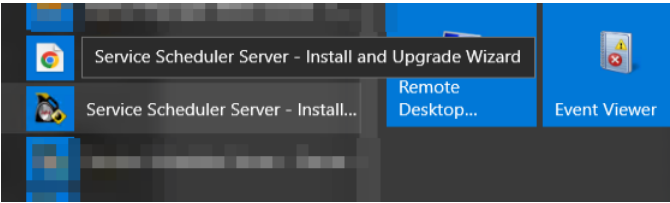
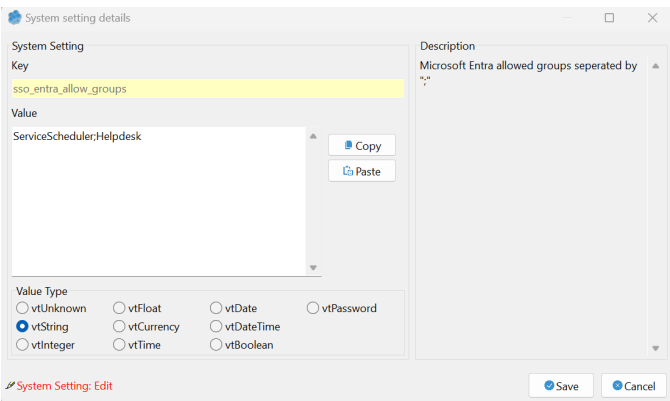
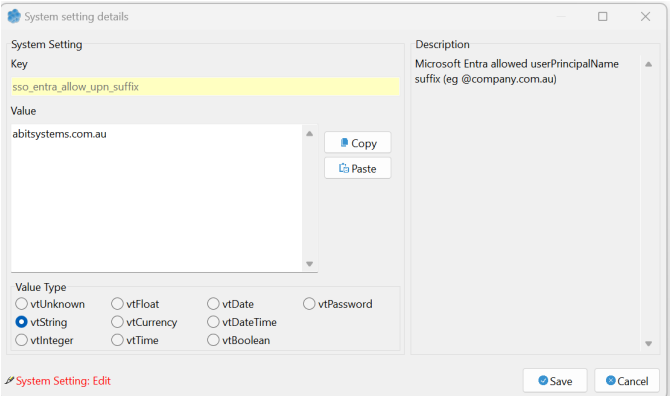
Remove  
&prompt=select\_account to  
disable the prompt

[https://login.microsoftonline.com/%tenantid%/oauth2/v2.0/authorize?client\\_id=%clientid%&response\\_type=code&redirect\\_uri=%redirect\\_uri%&response\\_mode=query&scope=%scope%&prompt=select\\_account](https://login.microsoftonline.com/%tenantid%/oauth2/v2.0/authorize?client_id=%clientid%&response_type=code&redirect_uri=%redirect_uri%&response_mode=query&scope=%scope%&prompt=select_account)

Remove the &prompt=select\_account to disable.

# Limit access to groups / UPN

For groups to work the Microsoft Entra application will need [Group.Read.All](#) permission

	Start the Service Scheduler install and upgrade wizard
<div><div><b>Account Settings</b> Modify account settings and system settings</div><div><div><div>Settings</div><div>Global</div></div><div><div>Account Name</div><div>ABit Mazda</div></div></div></div>	Select settings
<div><div><div>sso_entra_allow_groups</div><div>sso_entra_allow_upn_suffix</div></div><div><div>1 Microsoft Entra allowed groups separated by ";"</div><div>1 Microsoft Entra allowed userPrincipalName suffix (eg @company.com.au)</div></div></div>	Locate the settings sso_entra_allow_groups and sso_allow_upn_suffix
	To limit access to certain group, add the group names separated by the ";" character.
	To limit to user UPN suffix enter the userPrincipalName suffix