

API Services Deployment Plan

- The following items must be completed when launching API Services to the Production environment.
- The launch to API Services in Production will be completed on either a Monday or Tuesday
- Please contact Christine Macdonald (OLDE Client Relations Manager) with any questions cmacdonald@newmgtservices.com.

API Services Client Company Name	
Registration ID (primary)	

Deployment List

When required	Action
1 Week Prior to Launch	API Client completed API Services Final Acceptance Form and returns to OLDE
1 Week Prior to Launch	OLDE to schedule bridge line with API Client for the morning of the launch to confirm connectivity and for the afternoon of the launch to discuss any pending issues
Friday Prior to Launch	OLDE to generate Production API key and distribute via encrypted email to designated API Client representative
Friday Prior to Launch	API Client to provide IP Addresses for Production that will be talking to Services
Friday Prior to Launch	OLDE to whitelist Production IP Addresses provided by API Client
Friday Prior to Launch	OLDE to enable API Services to API Client's e-OSCAR Registration ID in Production
Evening Prior to Launch	<p>API Client that is utilizing ACDV Request Services must:</p> <ul style="list-style-type: none"> • Disable all existing Batch Queues in the e-OSCAR application <ul style="list-style-type: none"> ◦ NOTE: Users may work the transactions even though the queue is disabled. Should you decide to delete the queue, all transactions must be worked, and the queue may only be deleted once it is empty. • Determine which queues (if any) will remain as interactive queues and update all rules and precedent accordingly.
Morning of Launch	<p>OLDE to initiate bridge line with API Client:</p> <ul style="list-style-type: none"> • API Client will create an API User in the Production environment of the e-OSCAR Application • API Client will complete the API Services Change Password call • API Client will complete the API Services Authorization call • OLDE will suspend the bridge line (OLDE will maintain contact with API Client throughout the day via email) <p>This will confirm connectivity. API Client will continue to proceed with API Services acknowledged in the previously executed Final Acceptance</p>

Deployment List, Continued

When required	Action
Afternoon of Launch	OLDE to initiate bridge line with API Client: <ul style="list-style-type: none"> • OLDE will have vendor resources available to discuss any items experienced during launch • API Client will acknowledge successful launch by executing this form and submitting to cmacdonald@newmgtservices.com
One Month Post Launch	API Client that is utilizing ACDV Request Services must: <ul style="list-style-type: none"> • Close VPN tunnel for Batch Service

Approvals

API Client		
Client Representative Signature	Print Name	Date

OLDE		
OLDE Project Manager Signature	Print Name	Date