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| | Link: | https://s3.console.aws.amazon.com/s3/buckets/neptunus-service?region=ap-south-1&tab=objects | | | | |
| | Login to S3 as admin | "Admin Username: Neptunus Password: Neptunus@22 IAM Alias: neptunus" | | | | |
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| | To Create New Customer folder in S3 | | | | | |
| | Step 1 | Create Folder using a code For Ex: nep_serv_001A. Reference | | | | |
| | Step 2 | Create a Subfolder with Customer name | | | | |
| | Step 3 | Update the Code& Subfolder name in the Service Tab. | | | | |
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| | To Create a Username & Password | | | | | |
| | Create Policy | | | | | |
| | Step 1 | Go to IAM | | | | |
| | Step 2 | Select policies & Create Policy | | | | |
| | Step 3 | Select JSON Tab | | | | |
| | Step 4 | Insert the text from policy format under the JSON Tab. | | | | |
| | Step 5 | In the policy, edit the highlighted code(in 3 places) with the folder name created | | | | |
| | Step 6 | Click Next "Tags" | | | | |
| | Step 7 | Click Next:"Review" | | | | |
| | Step 8 | Enter the name of policy For Ex: nep_serv_001A_policy | | | | |
| | Step 9 | Scroll down & click Submit. | | | | |
| | A policy is created for the customer | | | | | |
| For activating User start from here | Create User | | | | | |
| | Step 1 | Go to IAM | | | | |
| | Step 2 | Select Users | | | | |
| | Step 3 | Add user | | | | |
| | Step 4 | Enter username under Set User Details | | | | |
| | Step 5 | Select Password - AWS Management console under AWS Access type | | | | |
| | Step 6 | Select custom password under console password | | | | |
| | Step 7 | Uncheck the Password reset option. | | | | |
| | Step 8 | Click Permissions | | | | |

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| | Step 9 | Select Attach existing policy under Set permissions | | | |
| | Step 10 | Search for the policy created for this particular customer and check the box. | | | |
| | Step 11 | Click Next: Review | | | |
| | Step 12 | Check the details you have entered and select "Create User" | | | |
| | Step 13 | Once user is created update the details in service Tab | | | |
| | An user is created for the customer | | | | |
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| | Try to login with the new username & password and check the user restrictions. | | | | |