

Accesses on the platforms

/ Gettings started

This article describes various access information for Yves Rocher, EasyRedmine and GAC websites.

In this article we can find who to contact to request access to the website, how to log in into it, and how to reset user password.

Table of contents:

1. [Yves Rocher admin panel](#)
 1. [Password reset](#)
 2. [Logging in](#)
 2. [Global Authorization Center](#)
 1. [Password reset](#)
 2. [Logging in](#)
 3. [EasyRedmine](#)
 1. [Password reset](#)
-

/ Yves Rocher admin panel

Yves Rocher admin panel can be accessed on every environment by adding /baadmin at the end of the link (for example **<https://www.yves-rocher.pl/baadmin>**).

Logging in to admin panel

 Log in using Tau Ceti account

Please fill in your account data

 Help

 Reset password

Continue ►

Visualization of the /baadmin log in page

To gain access to admin panel please contact your supervisor, so they can contact persons responsible for account creation. After confirmation that an account has been created, we need to reset the password.

In order to create new account Tau Ceti needs user:

- Name
- Surname
- E-mail Address
- Mobile number with country code
- Permission group (i.e., Administrator, BOK supervisor etc.)
- Environment names to which user will have access to (i.e., PL PROD, TEST)

Password reset

For the first login, the password needs to be reset. In order to reset the password, we need to click on the "**Reset password**" button.

Logging in to admin panel

Please fill in your e-mail and mobile so we can send you SMS with new temporary password

 [Help](#)

Send me new password ▶

Storno

Visualization of the reset password page

On this page, we need to provide our email address and mobile number that supervisor provided to us in order to create the account.

Mobile number needs to be typed with the country code (for example, **+48123456789**).

After confirmation of the password reset, the user will receive an SMS message with a new, temporary password.

Logging in

After receiving having email address and password, we can log in into the platform by typing it in the designed fields.

Logging in to admin panel

 Log in using Tau Ceti account

Please fill in your account data

 Help

 Reset password

Continue ►

Visualization of the login /baadmin log in page

In the next step, we will see authorization options. By default, only the SMS message authorization method is available.

Remember

In order to activate mobile authorization, it is needed to configure Google Authenticator after first log in. It is highly recommended to do so. You can find more about this authorization method in the [Google Authenticator article](#).

Logging in to admin panel

Choose preferred authorization method



U2F Key



Google Authenticator



SMS code

Visualization of the authorization page

After selecting SMS Code authorization method, the user will receive an SMS message with a short authorization code. This code needs to be typed in visible field.

Logging in to admin panel

Fill in SMS code which you will receive soon to mobile +48510275903.
ATTENTION: message content is code, not sender name.

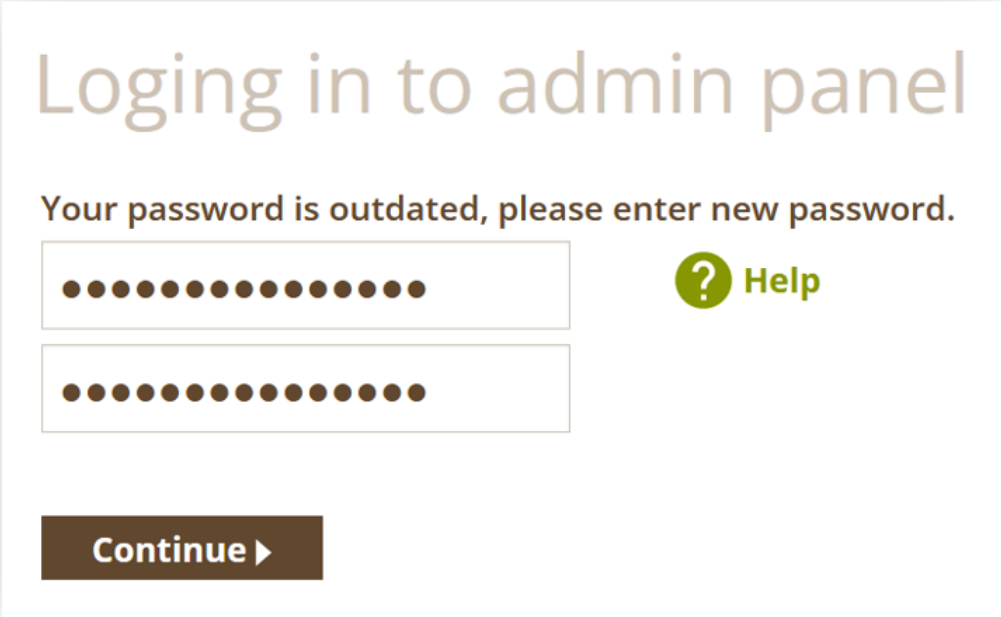


Continue ▶

Visualization of the SMS authorization

Please take notice that SMS message may take up to 5 minutes to arrive depending on the network load on the SMS provider side.

After confirming the authorization, user after first login or once a month need to type new password for security purposes.



The image shows a login interface for an admin panel. At the top, it says "Logging in to admin panel". Below that, a message states "Your password is outdated, please enter new password." There are two input fields for passwords, each represented by a row of dots. To the right of the input fields is a green circular icon with a question mark and the word "Help". At the bottom of the form is a brown button with the text "Continue" and a right-pointing arrow.

Visualization of the password update process


After confirming the new password, the user will be logged in and the account will be ready to use.

/ Global Authorization Center

Global Authorization Center (GAC in short) is a TauCeti platform that allows users to log in to various environments using only one account without need of relogging.

GAC can be accessed under link <https://auth.tauceti.tech/>.

Logging in

 Please fill in your e-mail and password

Next



Reset password

Visualization of the GAC log in page

In order to receive GAC access, please contact your supervisor. In order to create new account, Tau Ceti needs users:

- Name
- Surname
- E-mail Address
- Mobile number with country code
- Permission group (i.e., Administrator, BOK supervisor etc.)
- Environment names to which user will have access to (i.e., PL PROD, TEST)

Password reset

For the first login, the password needs to be reset. In order to reset the password, we need to click on the "**Reset password**" button.

Reset password

❗ Please fill in your e-mail and phone number.
You will receive one time password by SMS.

Come back

Reset password

Visualization of the password reset process

In here, we need to type our e-mail address and mobile number (without country codes) and confirm it with “**Reset password**” button. This action will send us temporary password via SMS message.

Logging in

After having our e-mail address and password, we can log In to the platform through <https://auth.tauceti.tech/> but also using “**Log in using Tau Ceti account**” button **(1)** on Yves Rocher website (e.g. Yves-Rocher.hu/baadmin)

Logging in to admin panel

1

 Log in using Tau Ceti account

Please fill in your account data

Váš email...

Heslo...

 Help


 Reset password

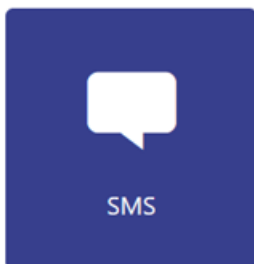
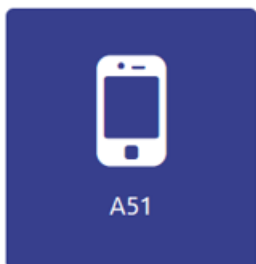
Visualization of the alternate way to log in to GAC

In the next step, we will see authorization options. By default, only SMS message authorization is available.

TAU / CETI. Global Authorization Center.

Two Factor Authorization

 Select preferred method



Visualization of the GAC authorization methods

After selecting SMS Code authorization method, the user will receive an SMS message with a short authorization code. This code needs to be typed in visible field.

SMS Authorization

i Message sent

Please fill in received SMS code.

Operation number 1 from 2022-07-22:

Next

Visualization of the SMS authorization

After confirming authorization, user after first login or once a month need to type new password for security purposes.

Change password

i Your current password will expire soon, please enter new one.

Save new password

Visualization of the password update process

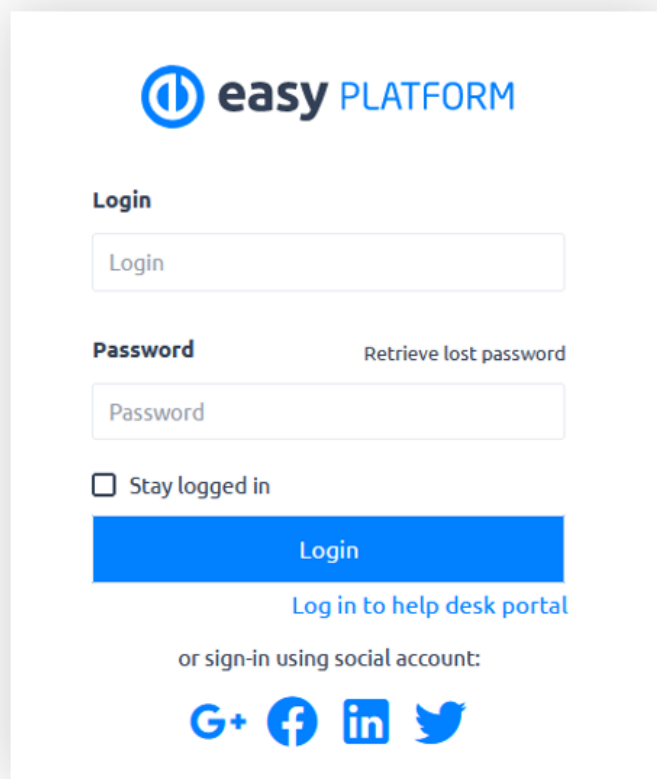
After confirming the new password, the user will be logged in and the account will be ready to use.

/ EasyRedmine

EasyRedmine is a helpdesk platform used by TauCeti Helpdesk. It can be used by users to create new tasks for the helpdesk team instead of sending requests on email address

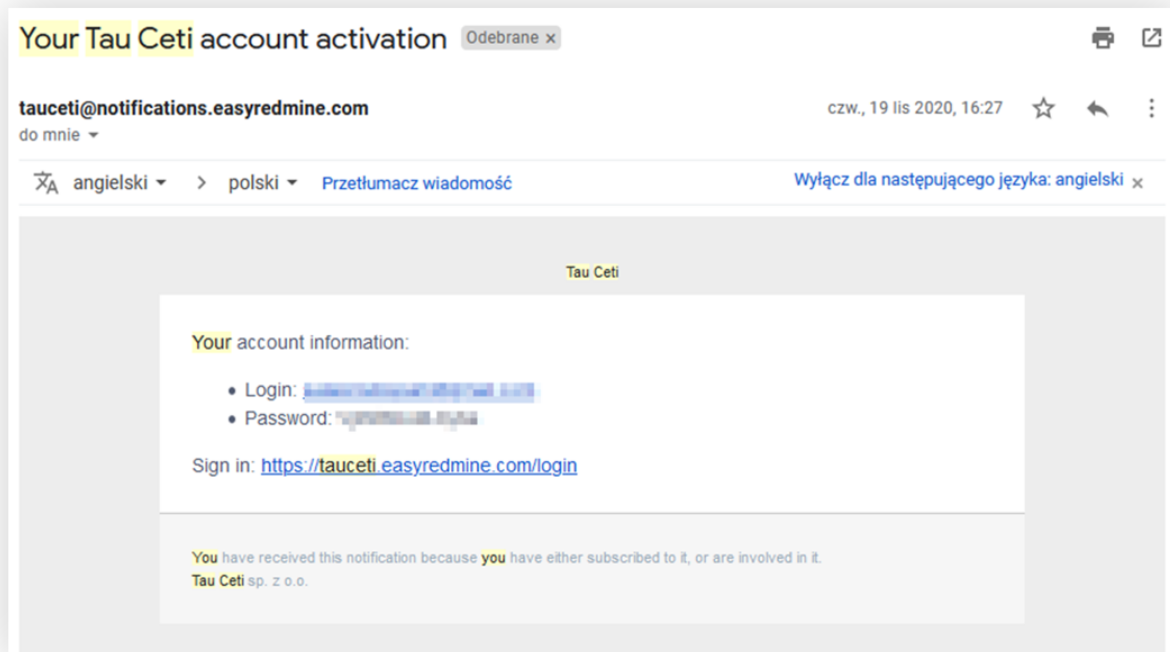
helpdesk@tauceti.email, as creating tasks on EasyRedmine platform allows user to see message history, task status and the message will arrive to helpdesk team faster.

EasyRedmine can be accessed under link <https://tcteam.easyredmine.com/>.

A screenshot of the EasyRedmine login interface. At the top is the logo, which consists of a blue circle with a white power symbol inside, followed by the text "easy PLATFORM" in blue. Below the logo is the heading "Login". There are two input fields: the first is labeled "Login" and the second is labeled "Password". To the right of the password field is a link that says "Retrieve lost password". Below the password field is a checkbox labeled "Stay logged in". A large blue button with the text "Login" is positioned below the checkbox. Underneath the button is a link that says "Log in to help desk portal". At the bottom, there is a line of text that says "or sign-in using social account:" followed by four social media icons: Google+, Facebook, LinkedIn, and Twitter.

Visualization of the EasyRedmine log in screen

In order to have access to EasyRedmine platform, Tau Ceti needs to receive a list of authorized users to send invitations to.



Visualization of the EasyRedmine account activation e-mail

In the invitation, the user will see their login and temporary password. With this data, user will be able to log in to the platform.

Retrieve lost password

Email*

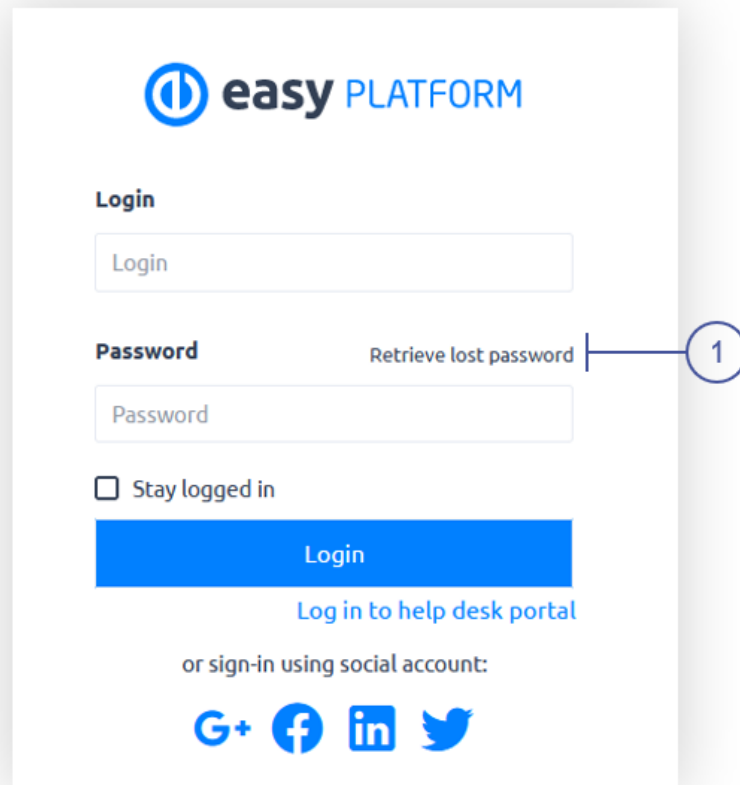
SUBMIT

Visualization of the EasyRedmine password creation

After logging in, the user will be requested to type a new password. After that, account will be ready to use. Logged-in user can find useful documentation regarding EasyRedmine under link https://tcdev.easyredmine.com/projects/91/issues?set_filter=0

Password Reset

If there is a need to reset the password, the user can do it by selecting Lost password retrieve on the login screen.



The image shows the EasyRedmine login interface. At the top is the 'easy PLATFORM' logo. Below it is a 'Login' section with a text input field labeled 'Login'. Underneath is a 'Password' section with a text input field labeled 'Password'. To the right of the password field is a link labeled 'Retrieve lost password', which is highlighted by a blue circle with the number '1' and a line pointing to it. Below the password field is a checkbox labeled 'Stay logged in'. A large blue 'Login' button is positioned below the checkbox. Under the button is a link that says 'Log in to help desk portal'. At the bottom, it says 'or sign-in using social account:' followed by icons for Google+, Facebook, LinkedIn, and Twitter.

Visualization of the EasyRedmine log in screen

This option will open a lost password form in which the user needs to type an e-mail address.



The image shows the 'Lost password retrieve' form. It has a title 'Lost password retrieve' at the top. Below the title is a text input field labeled 'New password *'. To the right of this field is a grey box containing the text 'Must be at least 12 characters long.'. Below the 'New password' field is another text input field labeled 'Confirmation *'. At the bottom left of the form is a grey button labeled 'Save'.

Visualization of the EasyRedmine password reset screen

After submitting an email address, the user will receive a new password via e-mail message and can proceed with it to log in.

Revision #3

Created 27 November 2024 21:06:09 by Tau Ceti

Updated 26 May 2025 07:50:24 by mateusz_salasinski