Getting Started With Scheer PAS
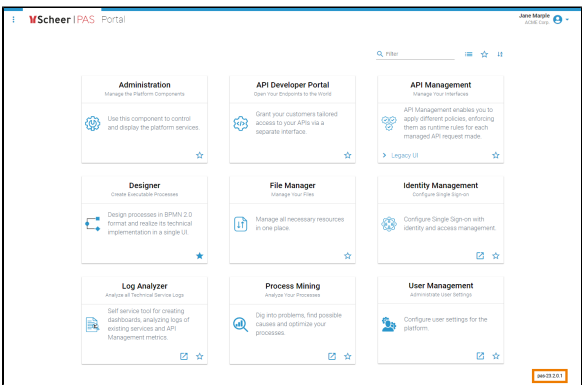
Accessing the Scheer PAS Components

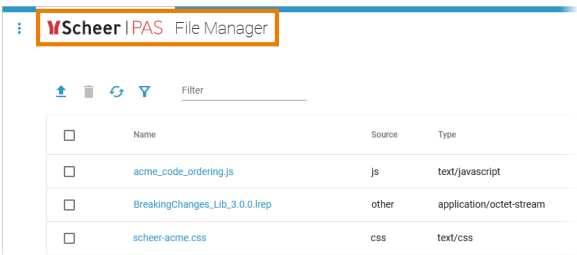After a successful login to your **Scheer PAS** system, you will find yourself in the Portal.

The Portal is your access to the world of **Scheer PAS**: For each component of the platform you are authorized to use, you will see a corresponding tile.

The current version of the portal is displayed in the lower right corner.
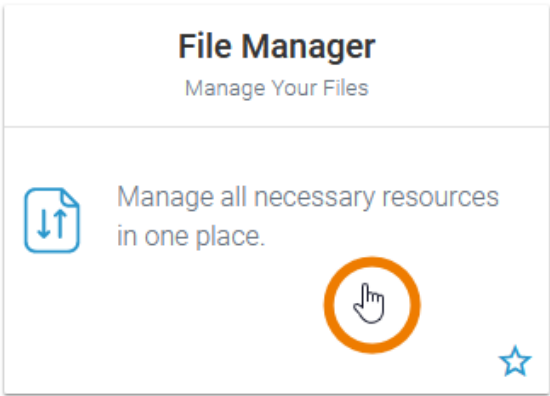
Click on a tile to open the corresponding component.

The component will open within the Portal.

Use the Portal menu to navigate to any other component.

Click **Portal** to return to the Portal page.

> (i) When you navigate via the Portal menu, the applications are always opened **within** the Portal except **API Developer Portal**, **API Management**, **Business Modeler** and **Designer** ([see below](#)).

Identity Management

Configure Single Sign-on

Configure Single Sign-on with identity and access management.

You can also open several components in a separate browser tab by clicking ![icon]. The component will then open in a new browser tab next to the Portal.

This option is available for the following components:

- **BPaaS**
- **Identity Management**
- **Integration (Bridge)**
- **Log Analyzer**
- **Process Mining**
- **Process Monitor**
- **User Management**
- **xUML Service Monitor**

Managing the Portal View

Use the filter bar at the top of the page to manage the Portal view.

Filtering the Portal Content

Enter your search criteria in the **Filter** field.

Only the tiles that correspond to the search term are then displayed in the Portal.

The filter refers not only to the names of the apps, but also to the text of the tiles and related terms.

Example:
The user does not recall the name **Cron Manager** but knows that he can use the tool to schedule processes. So he searches for **time** - and the **Cron Manager** is found.

Use the view icon to switch between tile and list view:

Icon	Description
	Click this icon to switch from the tile to the list view.
	Click this icon to switch from the list to the tile view.

By default, the Portal content is displayed in an ascending order.

Click icon once to apply descending order. Click the icon again to return to the default.

Creating Favorites

You can mark the displayed apps as favorites.

Click icon ☆ to add the application to your favorites.

A favorite app is indicated by icon ★ .

If you want to show only favorite apps on the Portal page, use icon ☆ in in the filter bar.