### **Exercise Introduction**

Before attempting the exercises in this document, please ensure that you have read and understood the key topics covered in the Tutorial.

#### Here are some useful information that can be used for the exercises:

Link to access as the customer interface is: < frontendfloatingip >/otrs/customer.pl?

Link to access as the agent interface is: < frontendfloatingip >/otrs/index.pl?

You also need to refer back to the following data from the tutorial:

- $\bullet$  < frontendfloatingip > the floating ip of the frontend server
- $\bullet$  < agent > Znuny agent user name
- $\bullet$  < agentpassword > Znuny agent password
- < root > Znuny root user
- $\bullet$  < rootpassword > Znuny root password

After completing the exercise, the following additional information should be available and stored somewhere:

- $\bullet$  < customer > Znuny customer user name
- ullet < customerpassword > Znuny customer password
- ullet < another agent > user name of another Znuny agent
- $\bullet$  < another agent password > password of another Znuny agent

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# Task 1: Task (10 min)

- 1. Create a customer. Hint: you may need to this as < root > user. Write down the customer user name as < customer > and password as < customer password >.
- 2. Explore both the agent interface and the customer interface.

## Task 2: Task (10 min)

- 1. Create a few tickets as a customer and practice several sorts of responses using the agent account.
- 2. Mimic the full life cycle of a ticket from "New" to "Closed" as far as possible. Hint: Email has not been set up. Thus, your Znuny installation is not fully functional.
- 3. Create another agent and write down the login credentials as < another agent > and < another agent password >. Re-assign tickets between agents.

## Optional Task 3: Extra Task (10 min)

This is a difficult additional task which will support your understanding in the topic.

- 1. Form groups, in each group a person take the responsibility of creating multiple customer and agent accounts.
- 2. Customers submit tickets.
- 3. One agent acts as the distributor, assigning tickets to other agents.
- 4. Agents answer tickets and manage their states until all tickets are resolved.

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