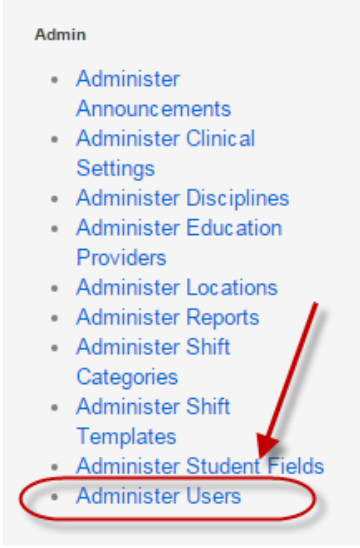
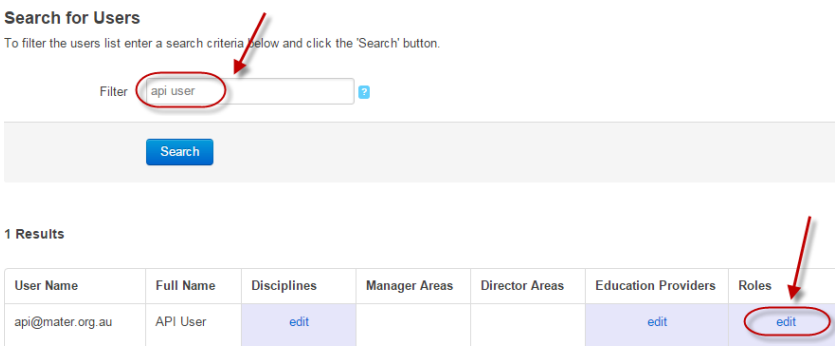
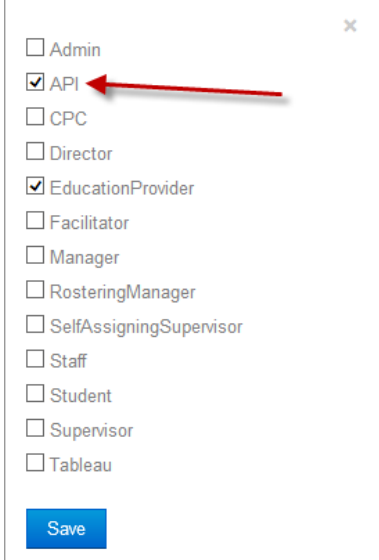


ARef-13 - Administrator Reference Sheet – How to Administer the API connection.

Steps	Action	What it looks like														
1.	<p>Education Providers using Sonia can contact their Sonia representative to discuss accessing the SPOT-Sonia API. To complete the connection an Admin will need to assign the User an API role.</p> <p>After contacting your Sonia Representative - Click on the Administer Users link in the side bar.</p> <p>This navigates to the Users screen.</p>	 <p>Admin</p> <ul style="list-style-type: none"> • Administer Announcements • Administer Clinical Settings • Administer Disciplines • Administer Education Providers • Administer Locations • Administer Reports • Administer Shift Categories • Administer Shift Templates • Administer Student Fields • Administer Users 														
2.	<p>API permissions need to be enabled to access the connection to Sonia. Filter on the User and click on Edit Roles.</p> <p>Note – the User to search will be who you are looking to link to the SPOT-Sonia API.</p>	 <p>Search for Users To filter the users list enter a search criteria below and click the 'Search' button.</p> <p>Filter <input type="text" value="api user"/></p> <p><input type="button" value="Search"/></p> <p>1 Results</p> <table border="1"> <thead> <tr> <th>User Name</th> <th>Full Name</th> <th>Disciplines</th> <th>Manager Areas</th> <th>Director Areas</th> <th>Education Providers</th> <th>Roles</th> </tr> </thead> <tbody> <tr> <td>api@mater.org.au</td> <td>API User</td> <td><input type="button" value="edit"/></td> <td></td> <td></td> <td><input type="button" value="edit"/></td> <td><input type="button" value="edit"/></td> </tr> </tbody> </table>	User Name	Full Name	Disciplines	Manager Areas	Director Areas	Education Providers	Roles	api@mater.org.au	API User	<input type="button" value="edit"/>			<input type="button" value="edit"/>	<input type="button" value="edit"/>
User Name	Full Name	Disciplines	Manager Areas	Director Areas	Education Providers	Roles										
api@mater.org.au	API User	<input type="button" value="edit"/>			<input type="button" value="edit"/>	<input type="button" value="edit"/>										
3.	<p>To enable the API connection with Sonia select API and click Save.</p>	 <p><input type="checkbox"/> Admin</p> <p><input checked="" type="checkbox"/> API</p> <p><input type="checkbox"/> CPC</p> <p><input type="checkbox"/> Director</p> <p><input checked="" type="checkbox"/> EducationProvider</p> <p><input type="checkbox"/> Facilitator</p> <p><input type="checkbox"/> Manager</p> <p><input type="checkbox"/> RosteringManager</p> <p><input type="checkbox"/> SelfAssigningSupervisor</p> <p><input type="checkbox"/> Staff</p> <p><input type="checkbox"/> Student</p> <p><input type="checkbox"/> Supervisor</p> <p><input type="checkbox"/> Tableau</p> <p><input type="button" value="Save"/></p>														