BIMS Access

2-step process for BIMS (MD Anderson Biospecimen Information Management System) login access.

1.	Active Directory (AD) group membership									
a.	Login to the OneAccess	a)								
	(https://oneaccess.mdanderson.org/) and select	The investment areas a second and a second and a second and a second and a second a								
	"Request Permissions" tab.	Dashboard Applications Tasks Access ∨ People ∨								
b.	In the "Permissions" field, type BIMS and system									
	returns matching role. Include a reason (ie.	Applications								
	"Biosample collection tracking").									
	Click Submit button.									
	Note: Request requires manager approval. User will	Home Items			-	_	- 6		0	1
	be notified via email when request is		•	••		री		-	₽ E	
	"provisioned" by Account Services.	How to use?	Chan	ge My	Securit	ty Ques	tions	R	equest	My F
с.	Verify group memberships via Outlook.	Training video	Pass Create a ne	word w password	Allow forgot	is recover tten passv	y of vord	Per Subm	missions it request for	Hi View my re
	Open Outlook address book -> Find the user ->						_L	pe	rmissions	
	Right Click on user and select Properties -> Select									
	"Member Of" tab -> View User's memberships (BiospecimenInformationManagementSystemUsers)									
	(Diospecimentinormationmanagements)									
b)		c)								
Ž	Distances oneAccess Role Selection Help								-14	\times
In	tranet Permission Requests		1.00							
Hel	io. User									
This plea	a application is used to request Intranet permissions roles, and will be limited as such. You may request for yourself or others. If you would like to do a combination, see search for yourself when submitting for others! want for									
-	Ged Others			() - ()					Add	
	Recipients" User's Name									
	Permissions* Dehn find what you're solving fur?	CONTACT O	RGANIZATIO	N MEM	IBERSH	IIP				
	BMAS Liver *	AdaptiveAuthentication-Employees								
	BMS User	ALASKA - 1								
	MD Anderson Biospecimen Information Management System (BMMS)	BL MDA_Access								
	Resson*	BiospecimenInformationManagementSystemUsers								
	biosample collection tracking			-						
	Submit									
2.	Assigned Protocol/Bank User Role									
The	PI, Bank Director, or Administrator are authorized to gra	int user roles	per proto	ocol/ba	ink.					
a.	PI/Director/Administrator - login to <u>BIMS</u> and select	Personnel Query								*
	the Administration module.	Personnel Information								*
b.	Click on hyperlinked protocol number/ bank name.	Last Name: First Name: Middle Initial: Employee ID: Email:								
С.	Select the "Personnel" tab. Click Add New button.	Personnel Roles & Privileg	jes							*
d.	Query employee by name and select appropriate	Select		ADM B	IL CON	DIS	INV R	Q S&F	R SMP	
	person from search results.		BILLING CONTACT	RW						
e.	Select appropriate user role(s) based on designated		COLLABORATOR		RW		RW			
	privileges.		PATHOLOGIST						RW	
	Note: The "Pick Up" role alone does not include		PICKUP	RW DW	PW/	PW 1	RW DW	PW/	RW	
_	login privileges.		INVESTIGATOR READER	RO RO	RO	1511	RO RO	RO	RO	
f.	Click Save & Return. User will receive automated		REQUESTOR	0.5	RW	211	RW		214	
	email notification of access granted for specified		TECHNICIAN	RO RW	RW	RW	RW RW	RW	RW	
	protocol/bank.			Save & I	Return	Cancel				