

CloudEdge Admin Console Manual

In this manual, we are going to discuss how to use the admin Console
In order to perform multiple functions for your WorldPosta CloudEdge

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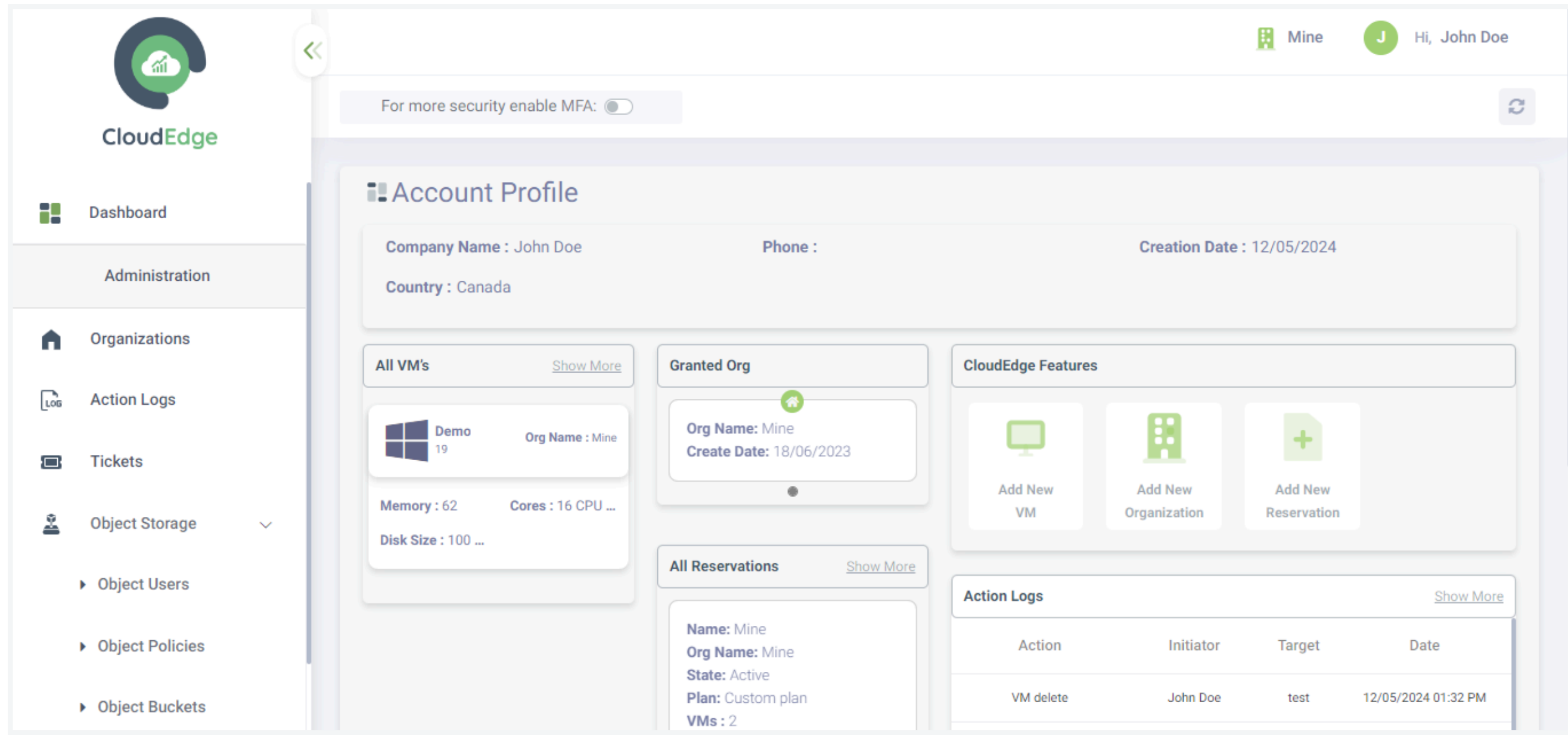
i-Tasks

ii-Schedule Groups

i-Running Tasks

1-Dashboard

The Dashboard is your central hub for managing and monitoring your account. Following, are the key actions you can take.



The screenshot displays the CloudEdge dashboard interface. On the left is a navigation sidebar with the following items: Dashboard, Administration, Organizations, Action Logs, Tickets, Object Storage (with sub-items: Object Users, Object Policies, Object Buckets). The main content area is titled 'Account Profile' and includes a toggle for 'For more security enable MFA'. Below this, the account details are shown: Company Name: John Doe, Phone: (empty), Creation Date: 12/05/2024, and Country: Canada. There are three main sections: 'All VM's' (showing a VM named 'Demo' with 19 cores, 62 memory, and 100 disk size), 'Granted Org' (showing 'Org Name: Mine' with a creation date of 18/06/2023), and 'CloudEdge Features' (with buttons for 'Add New VM', 'Add New Organization', and 'Add New Reservation'). At the bottom, there is an 'All Reservations' section (showing 'Name: Mine', 'Org Name: Mine', 'State: Active', 'Plan: Custom plan', 'VMs: 2') and an 'Action Logs' table.

Action	Initiator	Target	Date
VM delete	John Doe	test	12/05/2024 01:32 PM

1-Dashboard

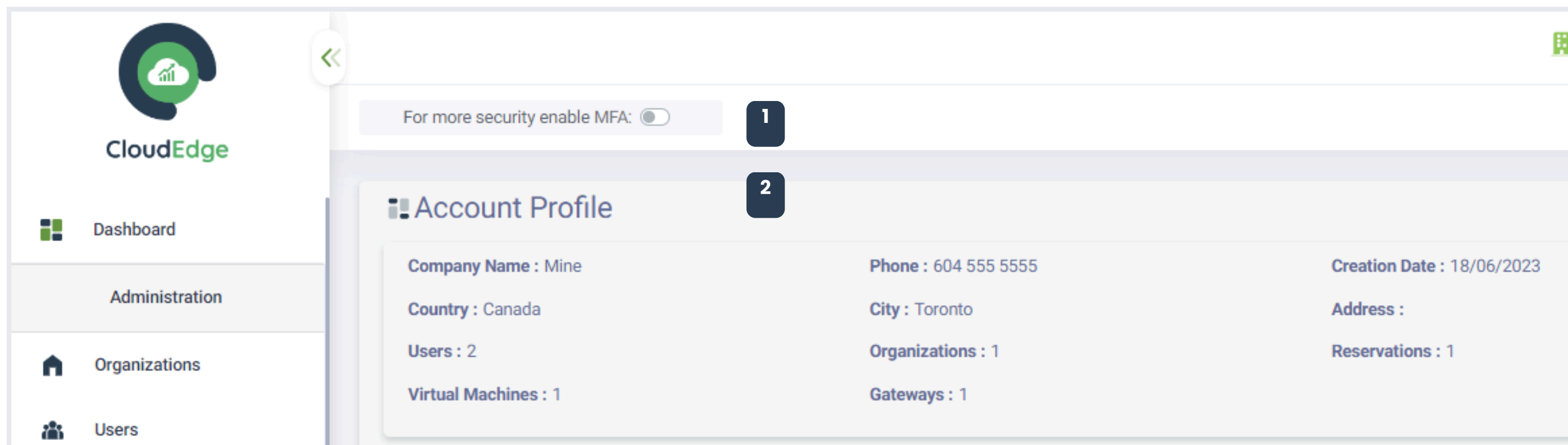
1. Enable Multi-Factor Authentication (MFA):

Once enabled, each login attempt will trigger the sending of a **security code** to your **email address**.

This code must be used for login, providing an added layer of security.

2. View Account Profile:

Review your personal information in your account profile.



The screenshot displays the CloudEdge dashboard interface. On the left is a navigation sidebar with the CloudEdge logo and menu items: Dashboard, Administration, Organizations, and Users. The main content area features a toggle switch for MFA (Multi-Factor Authentication) with a '1' callout. Below this is the 'Account Profile' section with a '2' callout, containing the following details:

Company Name : Mine	Phone : 604 555 5555	Creation Date : 18/06/2023
Country : Canada	City : Toronto	Address :
Users : 2	Organizations : 1	Reservations : 1
Virtual Machines : 1	Gateways : 1	

1-Dashboard

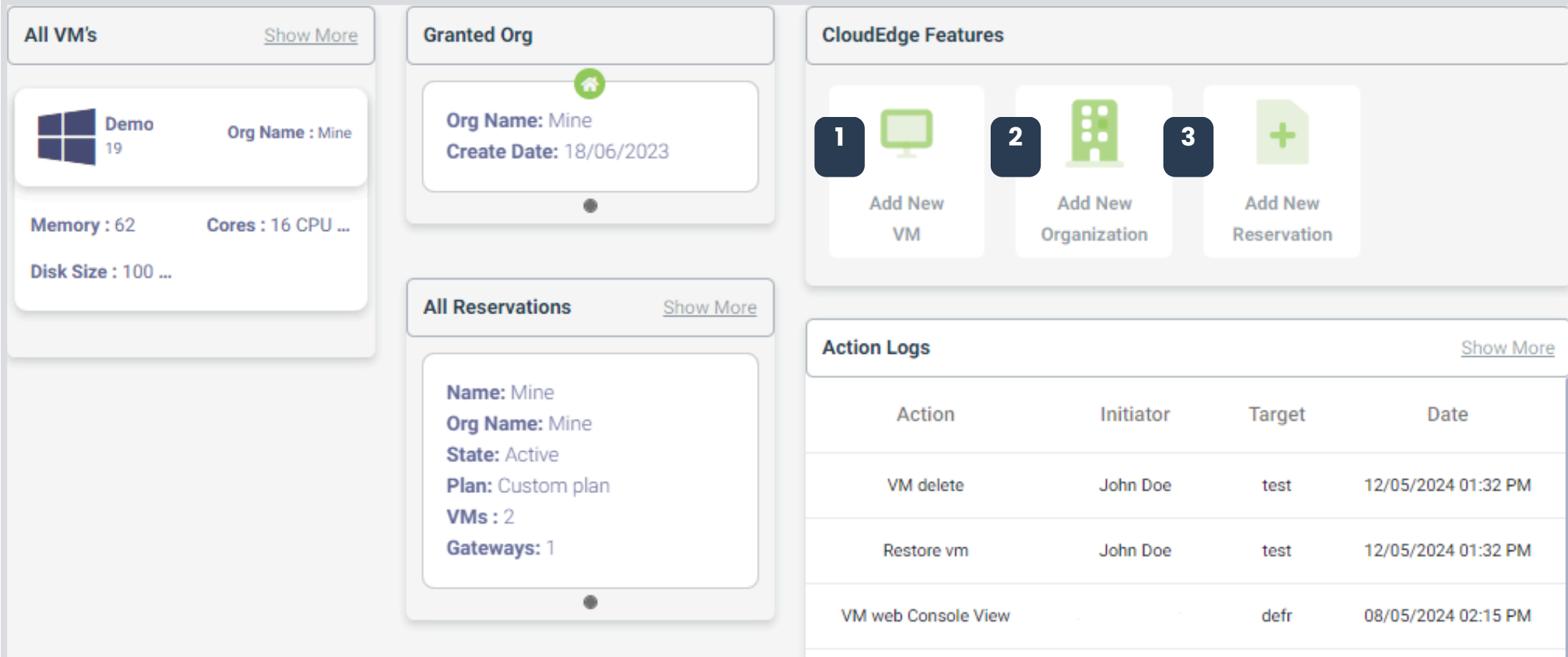
- **Overview of Existing Assets:**

Get a quick overview of your current **VMs, Organizations, Reservations, and Actions Logs.**

- **Easily add new:**

1. Virtual Machines (VMs)
2. Organizations.
3. Reservations.

by following the provided **buttons** within the dashboard.



The screenshot displays the CloudEdge dashboard with the following sections:

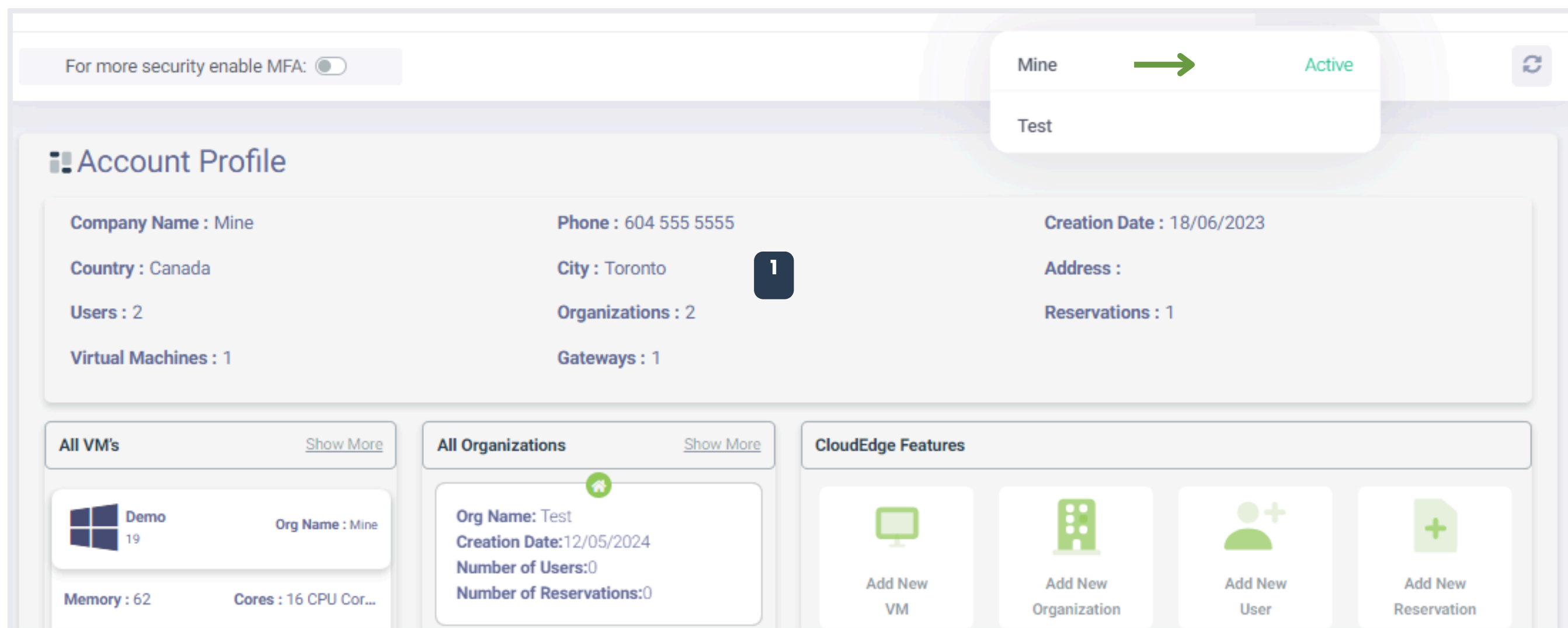
- All VM's** (with [Show More](#)): Shows a VM named "Demo 19" with "Org Name : Mine". Below it, "Memory : 62" and "Cores : 16 CPU ..." are listed, along with "Disk Size : 100 ...".
- Granted Org**: Shows "Org Name: Mine" and "Create Date: 18/06/2023".
- All Reservations** (with [Show More](#)): Shows "Name: Mine", "Org Name: Mine", "State: Active", "Plan: Custom plan", "VMs : 2", and "Gateways: 1".
- CloudEdge Features**: Contains three numbered buttons: "1 Add New VM", "2 Add New Organization", and "3 Add New Reservation".
- Action Logs** (with [Show More](#)): A table with columns "Action", "Initiator", "Target", and "Date".

Action	Initiator	Target	Date
VM delete	John Doe	test	12/05/2024 01:32 PM
Restore vm	John Doe	test	12/05/2024 01:32 PM
VM web Console View		defr	08/05/2024 02:15 PM

1-Dashboard

- **Change Your Active Organization:**

Navigate to the top-right corner and click on the organization dropdown menu to **switch** between **different** organizations.



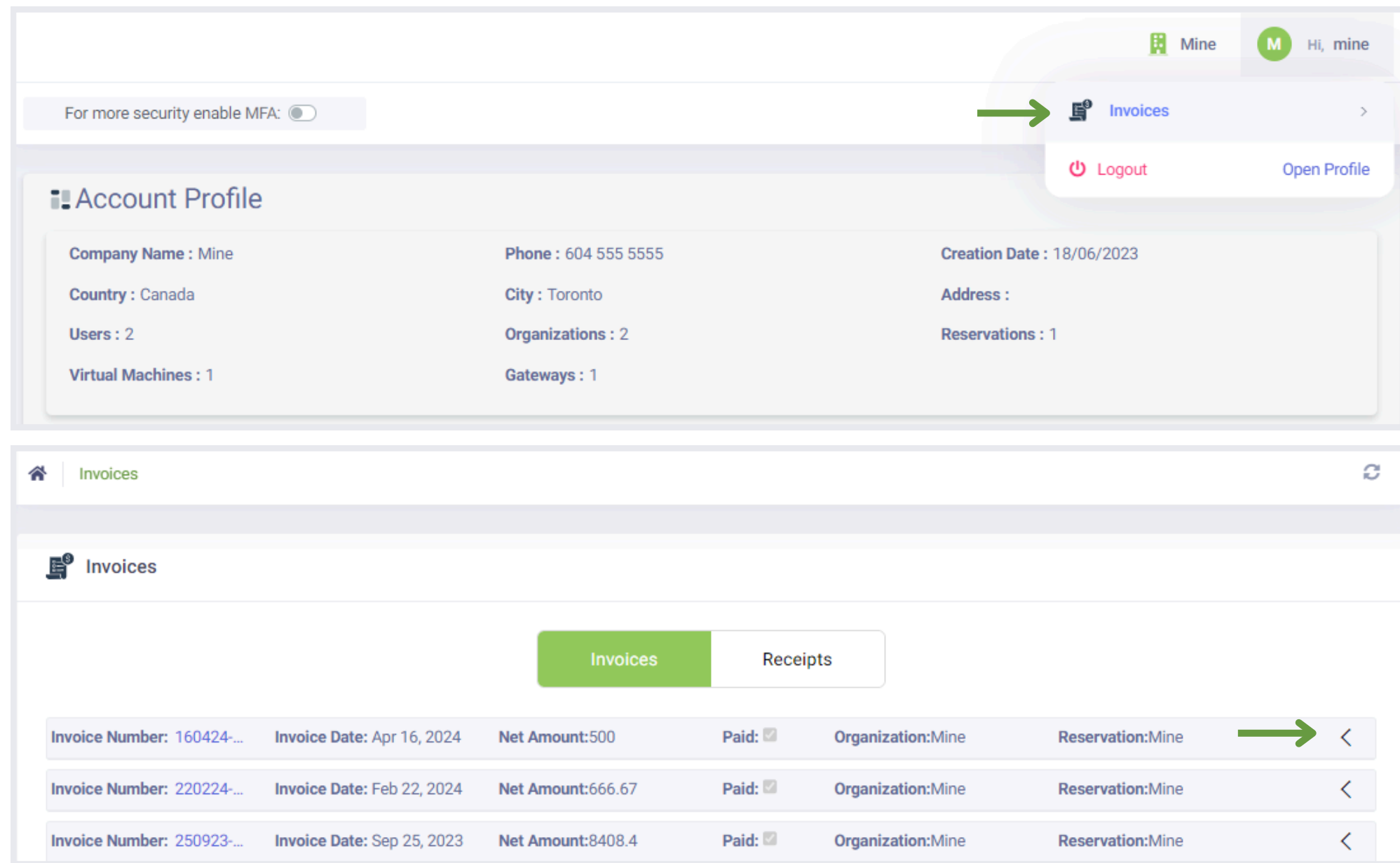
The screenshot shows the CloudEdge dashboard interface. At the top right, there is an organization dropdown menu with 'Mine' selected and 'Active' highlighted. A green arrow points to the 'Active' option. Below the dropdown, the 'Account Profile' section displays various details for the 'Mine' organization, including Company Name, Phone, Creation Date, Country, City, Users, Virtual Machines, Organizations, and Gateways. A small black box with the number '1' is positioned over the 'City : Toronto' field. At the bottom, there are three main sections: 'All VM's' (showing a 'Demo' VM with 19 instances), 'All Organizations' (showing a 'Test' organization created on 12/05/2024), and 'CloudEdge Features' (with buttons for 'Add New VM', 'Add New Organization', 'Add New User', and 'Add New Reservation').

1-Dashboard

- **Access Invoices:**

Click on your username in the top-right corner and select **"Invoices"** to manage your billing information. From there you can:

1.View, Delete and Print Invoices.



The screenshot shows the CloudEdge dashboard interface. At the top right, the user's name 'Mine' is displayed next to a profile icon. A dropdown menu is open, showing options for 'Invoices', 'Logout', and 'Open Profile'. A green arrow points to the 'Invoices' option. Below the menu is the 'Account Profile' section, which displays various user and account details. At the bottom, the 'Invoices' page is shown with a table of invoice records. A green arrow points to the first row of the table.

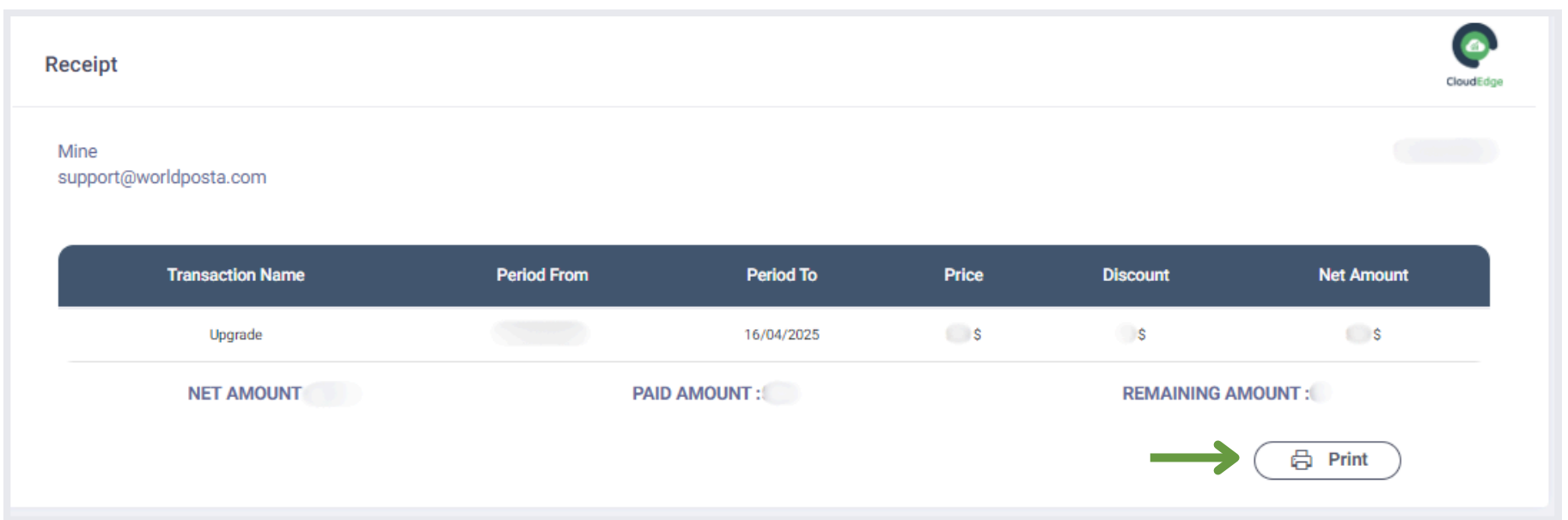
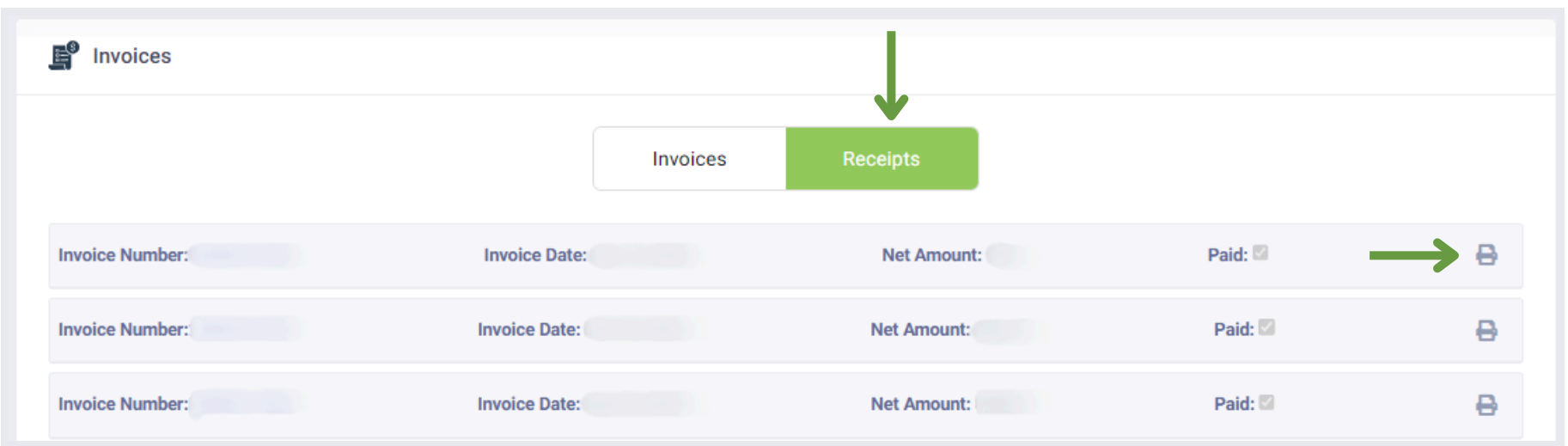
Invoice Number	Invoice Date	Net Amount	Paid	Organization	Reservation
160424-...	Apr 16, 2024	500	<input checked="" type="checkbox"/>	Mine	Mine
220224-...	Feb 22, 2024	666.67	<input checked="" type="checkbox"/>	Mine	Mine
250923-...	Sep 25, 2023	8408.4	<input checked="" type="checkbox"/>	Mine	Mine

1-Dashboard

- **Access Receipts:**

Click on your username in the top-right corner and select “**Receipts**” to manage your billing information. From there you can:

- **2. Access and print receipts.**



I-Dashboard

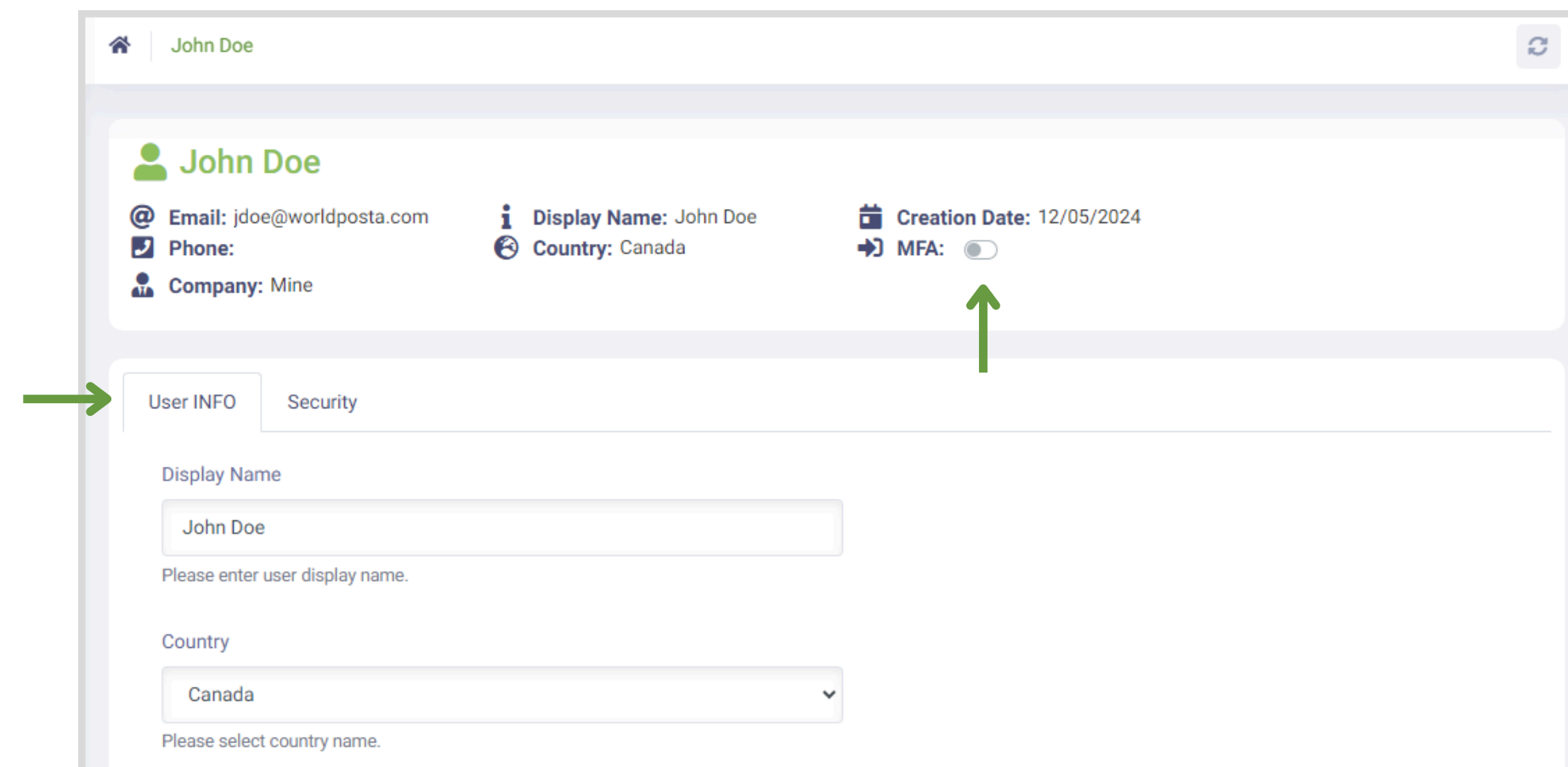
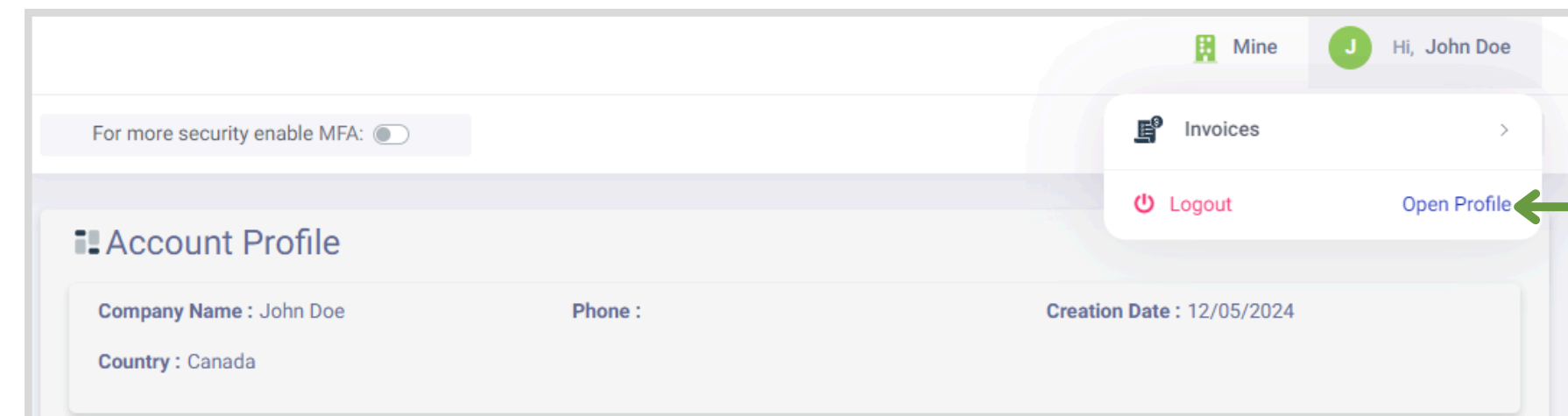
Manage Your Profile:

Click on your username in the top-right corner, and choose **“Open Profile”** to:

i. Enable or disable MFA.

ii. View or modify your user information:


You can **edit** your (**Display Name, country, city, Address** and **Phone number**)









1-Dashboard


Manage Your Profile:


iii. **Change** your **password** from the Security section.

 **John Doe**

 **Email:** jdoe@worldposta.com  **Display Name:** John Doe  **Creation Date:** 12/05/2024

 **Phone:**  **Country:** Canada  **MFA:**

 **Company:** Mine

User INFO Security 

Current Password

Please enter current password.

New Password

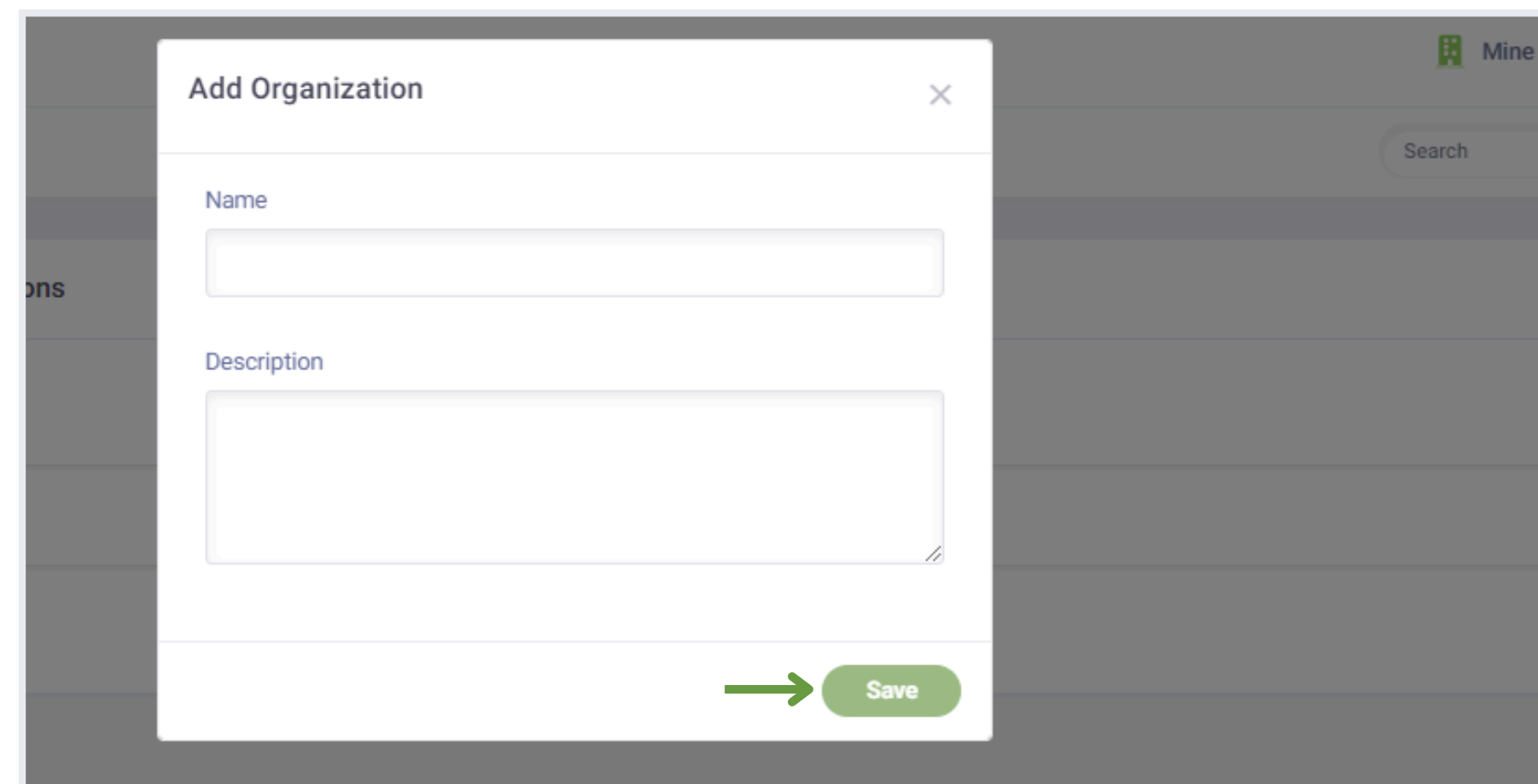
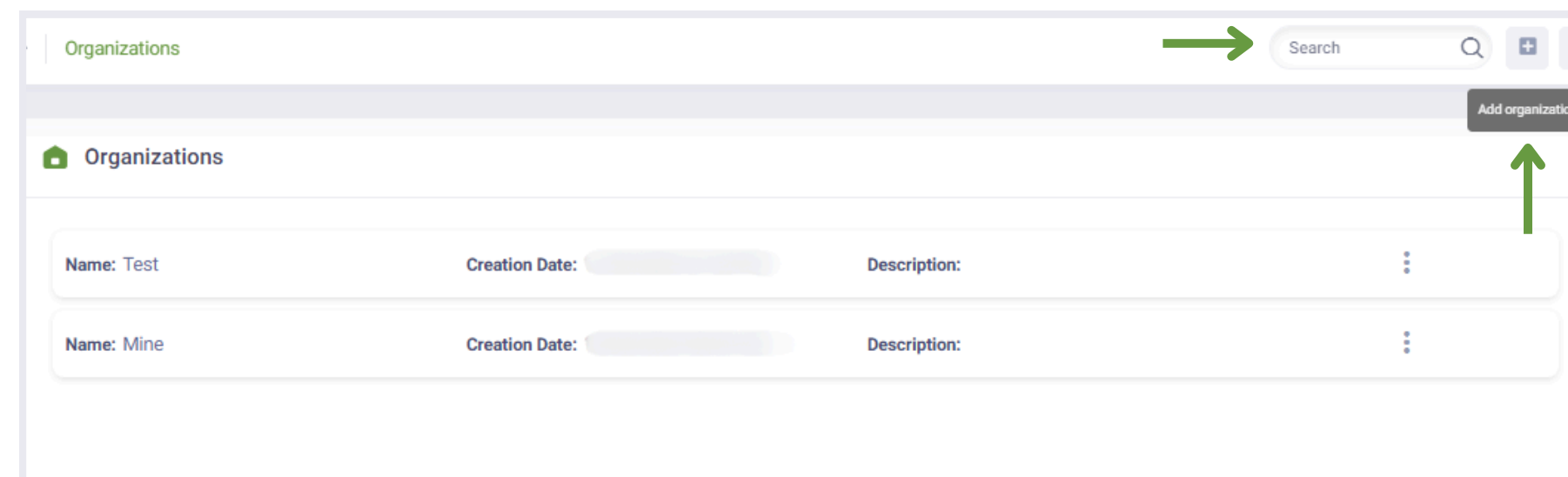
Please enter new password.

2-Administration

Under the Administration tab you will find:


a. Organizations: in this tab you can **View, Search for, Add, Edit** and **Delete** your **Organizations**.

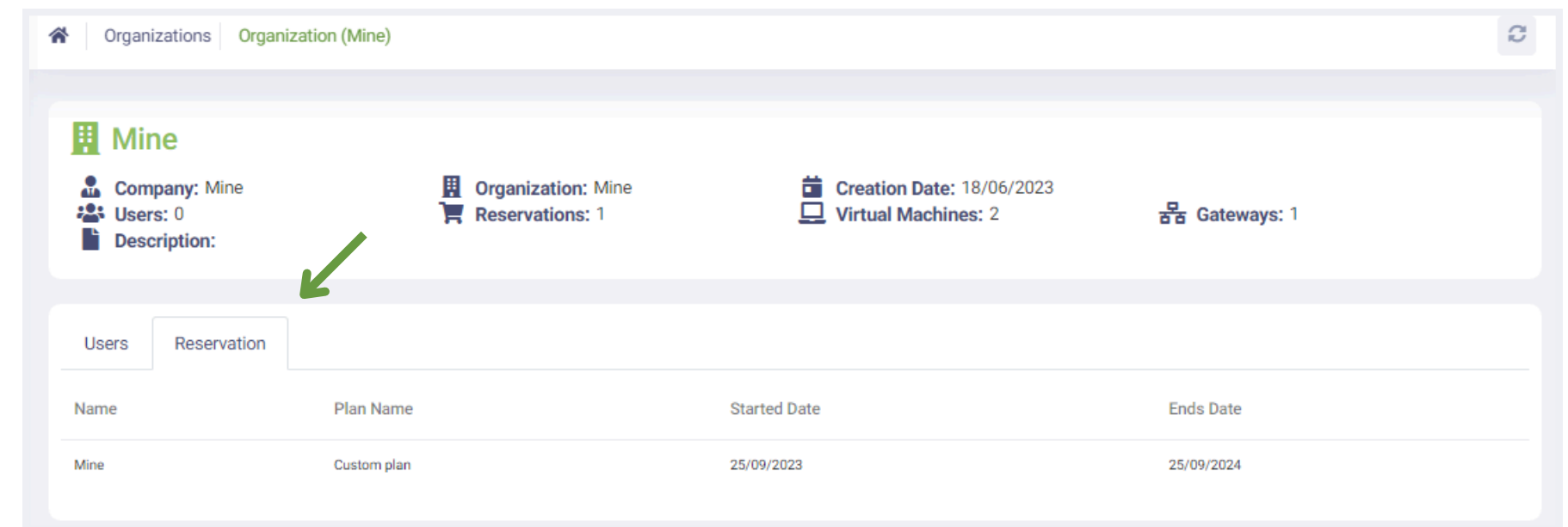
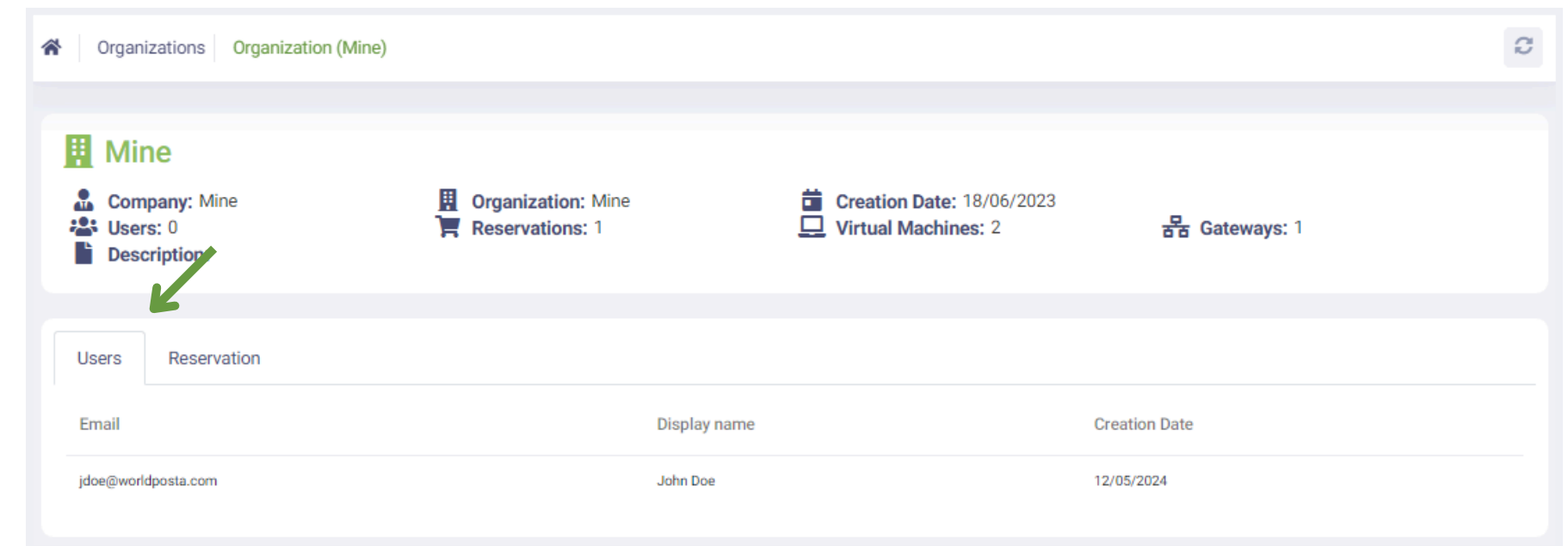
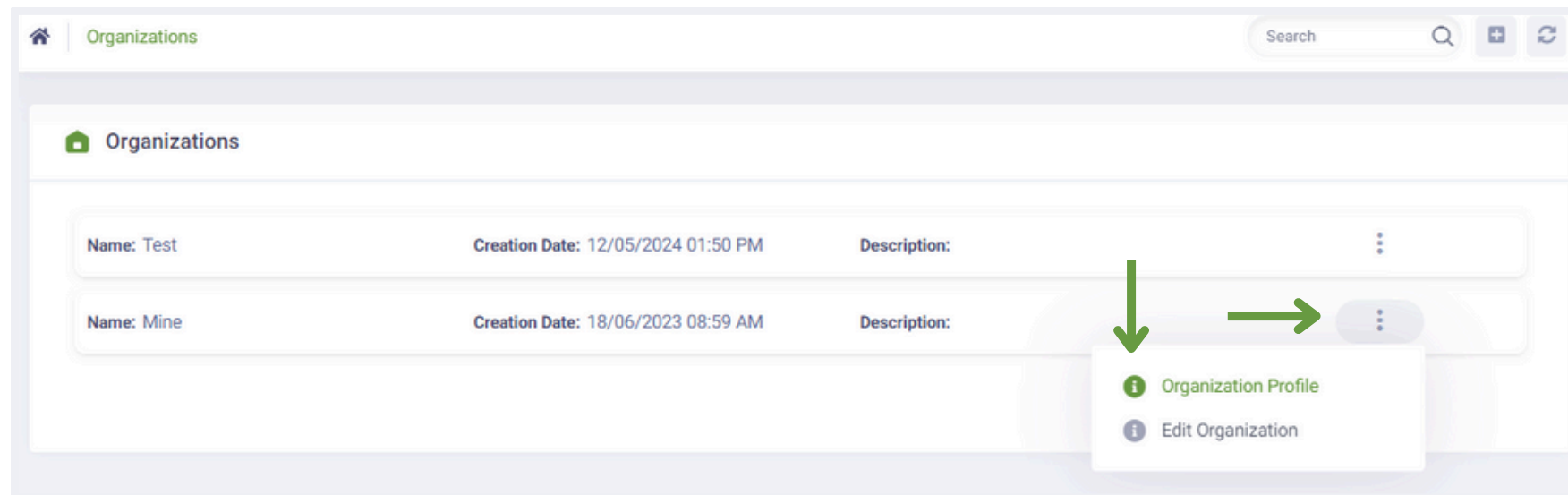
i. To **Add** a new organization, click on the **“+”** sign in the top-right corner, then enter the organization **Name** and **Description** then click on **“Save”**.



2-Administration


a. Organizations:

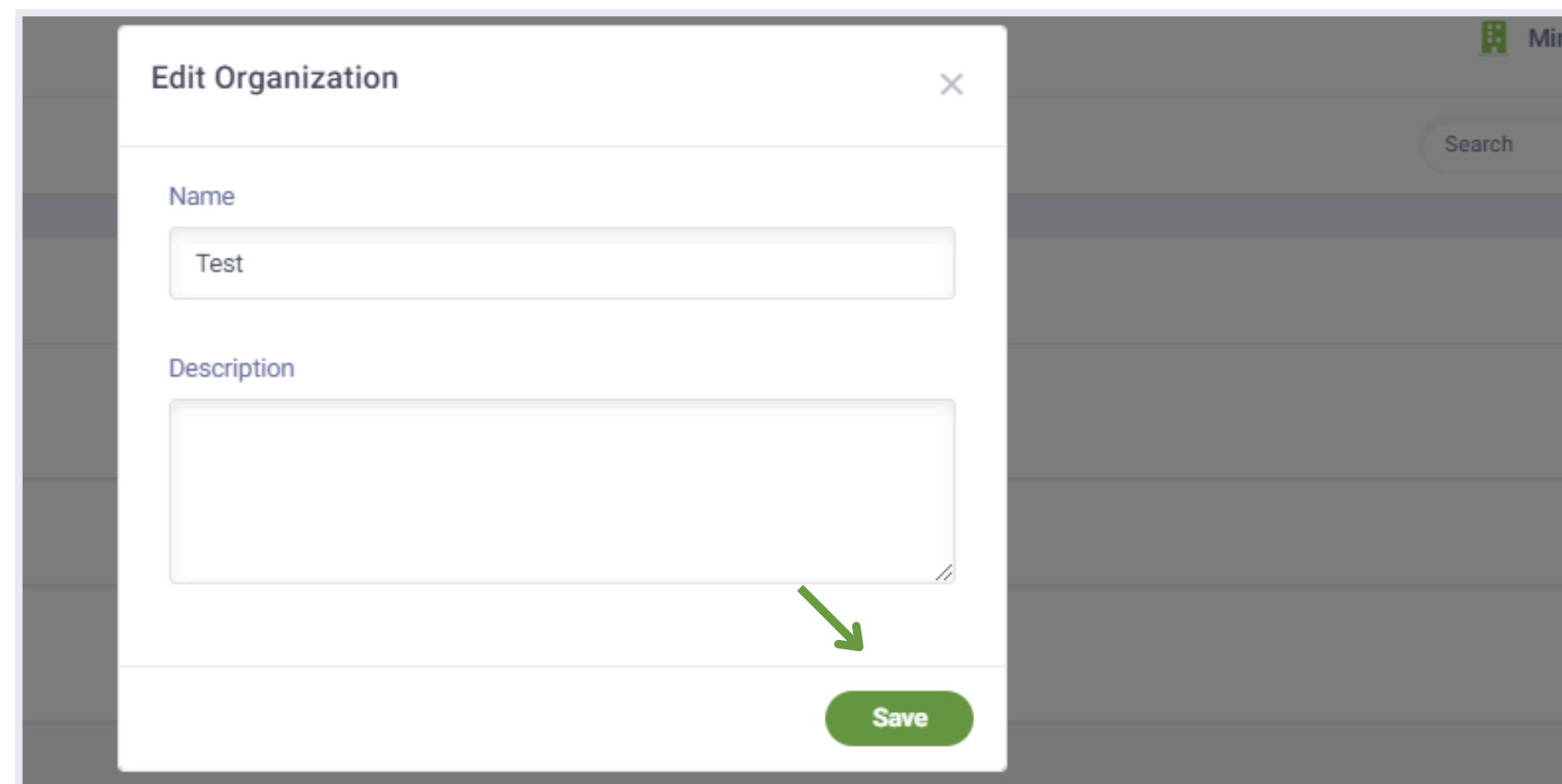
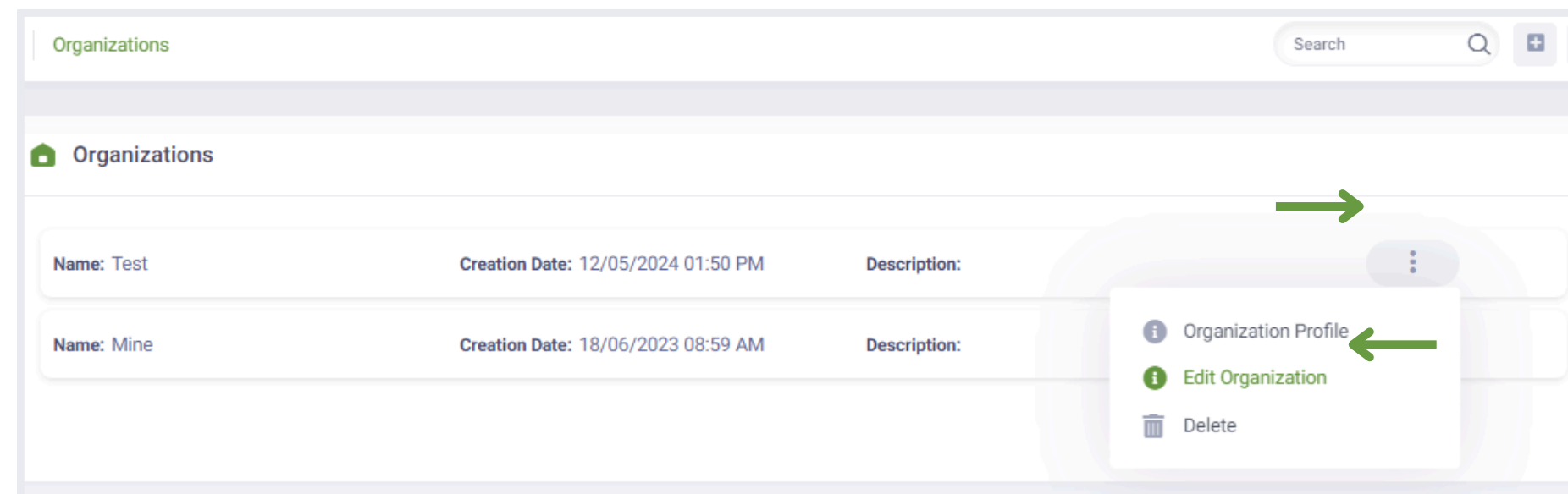
ii. To **View** an organization, click on the  sign on the right, then click on **“Organization Profile”**, then you will be able to view the **Organization**, its **Users** and **Reservations**.



2-Administration


a. Organizations:

iii. To **Edit** an organization, click on the  sign on the right, then click on “**Edit Organization**”, then you will be able to **Edit** the organization’s name and description then click on “**Save**”.

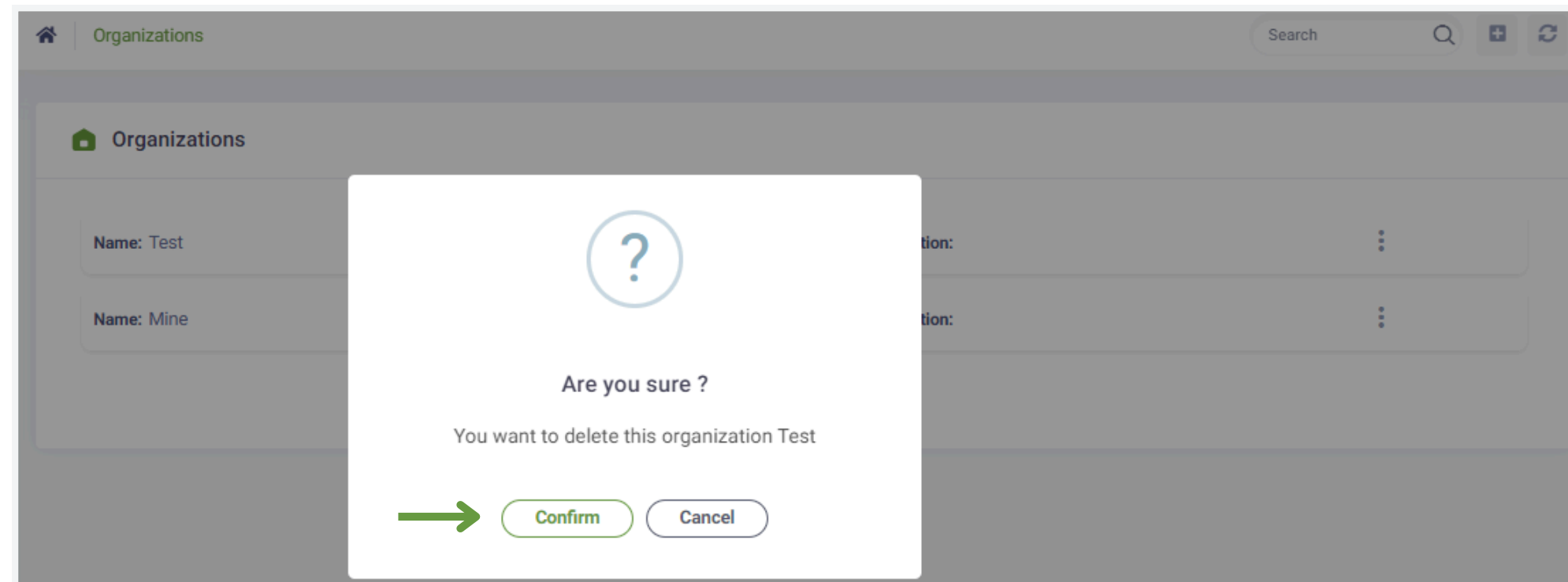
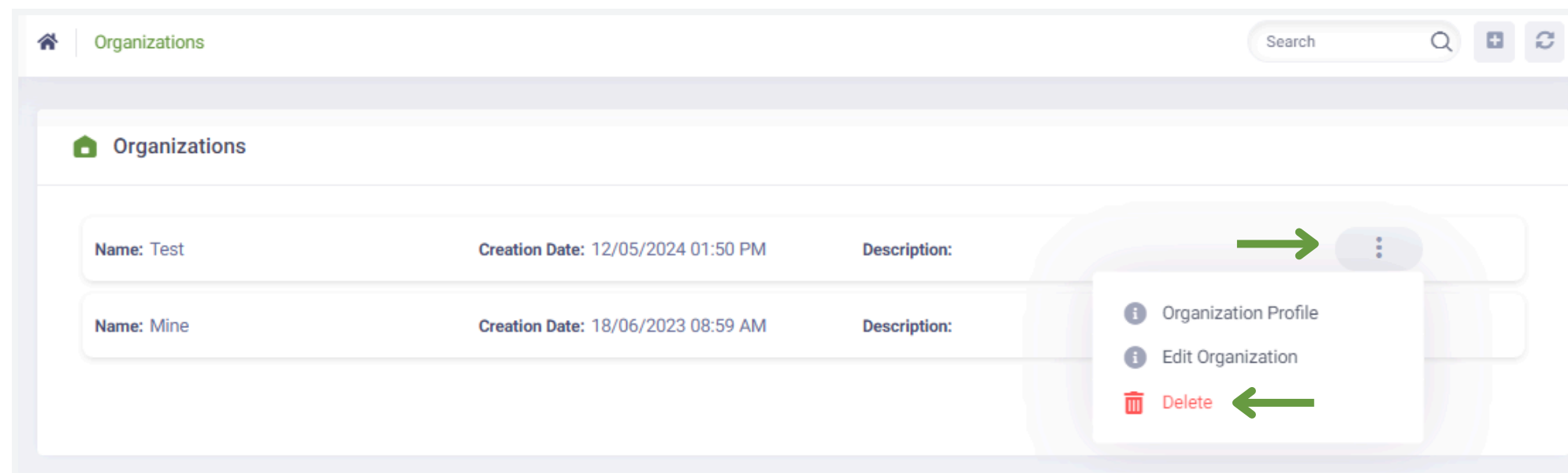


2-Administration

a. Organizations:

v. To **Delete** an organization, click on the  sign on the right, then click on **"Delete"**, then click on **"Confirm"**.

***Note:** you cannot delete an organization that is currently in use. To remove an organization, you must first switch to a different organization and then proceed with the deletion.*

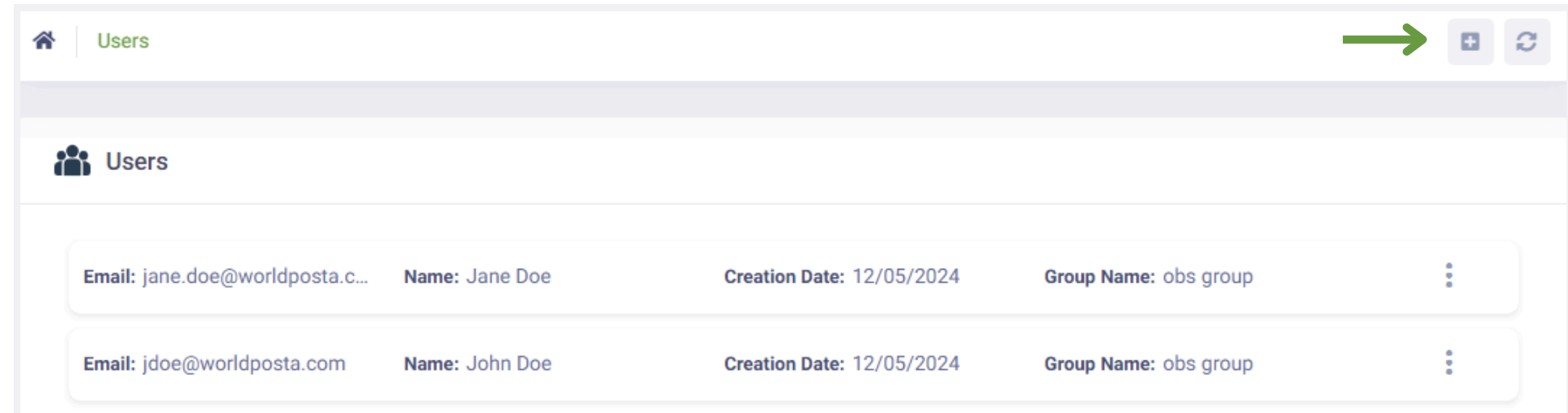


2-Administration

b. Users: In this tab, you can perform actions related to user management, like **View, Add, Edit** or **Delete** users.

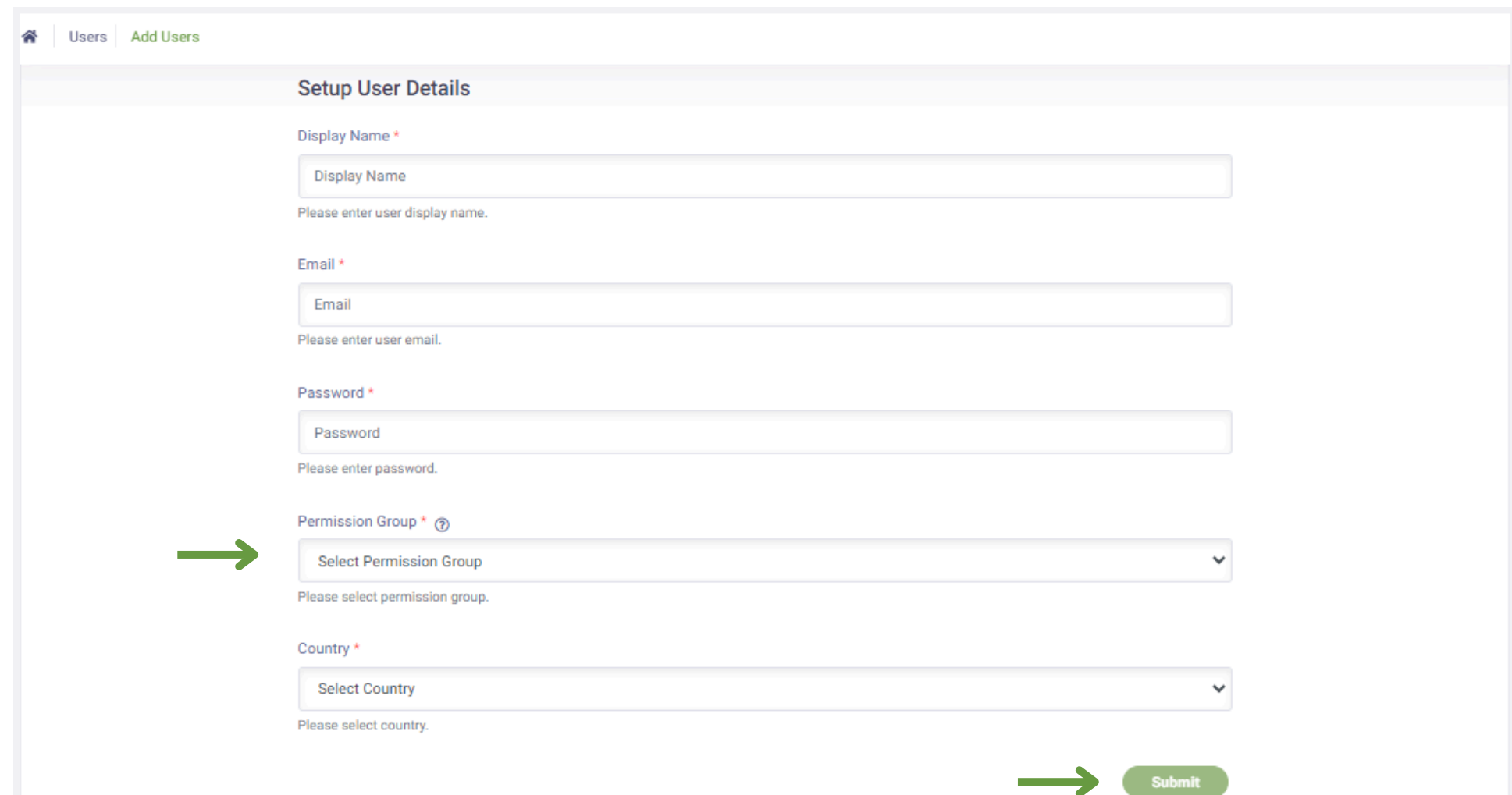
i. To Add a new user, click on the “+” sign in the top-right corner, from there you can:

1. Setup User Details by assigning **Display Name, Email, Password, Country** and **choose the Permission Group** then click on “**Submit**”.



The screenshot shows the 'Users' management interface. At the top right, there is a green arrow pointing to a '+' icon for adding users. Below this, a table lists existing users:

Email	Name	Creation Date	Group Name	
jane.doe@worldposta.c...	Jane Doe	12/05/2024	obs group	⋮
jdoe@worldposta.com	John Doe	12/05/2024	obs group	⋮




The screenshot shows the 'Add Users' form titled 'Setup User Details'. It contains the following fields:

- Display Name ***: Text input field with placeholder 'Display Name' and instruction 'Please enter user display name.'
- Email ***: Text input field with placeholder 'Email' and instruction 'Please enter user email.'
- Password ***: Text input field with placeholder 'Password' and instruction 'Please enter password.'
- Permission Group * ⓘ**: Dropdown menu with placeholder 'Select Permission Group' and instruction 'Please select permission group.'
- Country ***: Dropdown menu with placeholder 'Select Country' and instruction 'Please select country.'

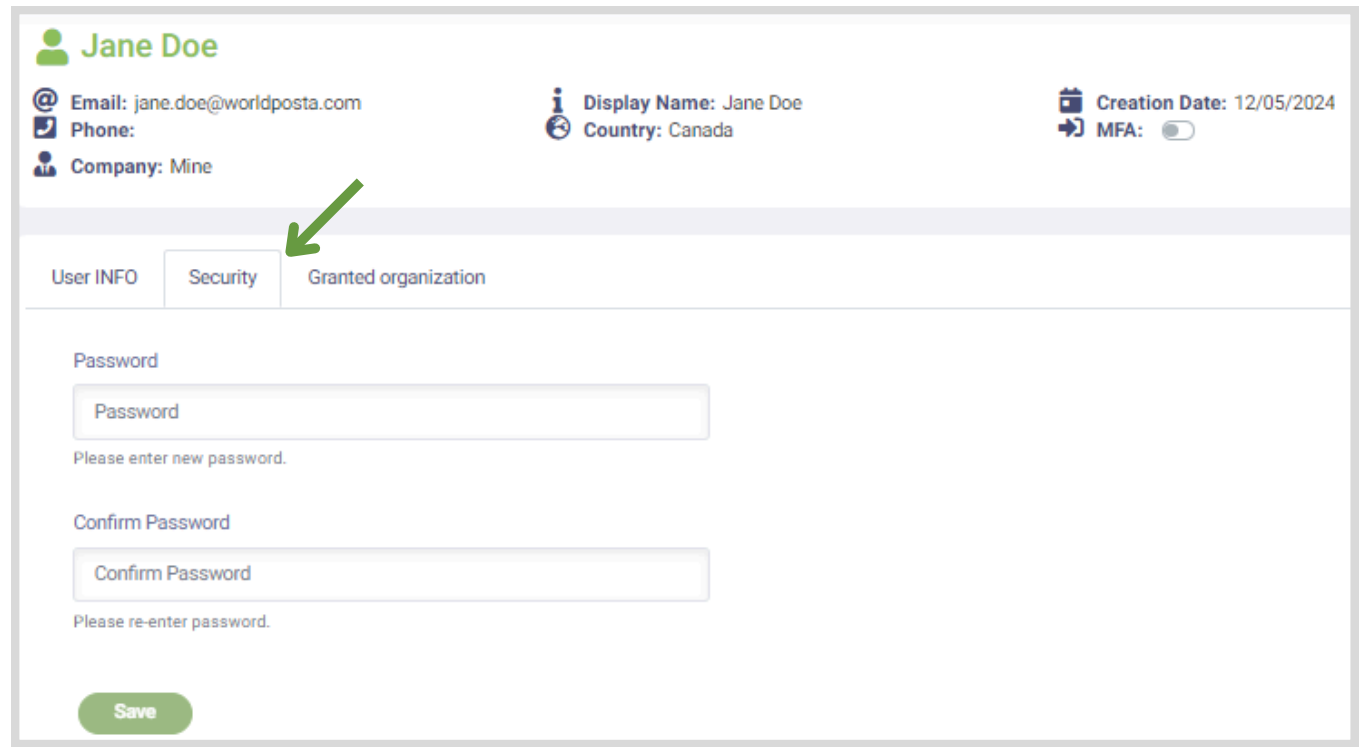
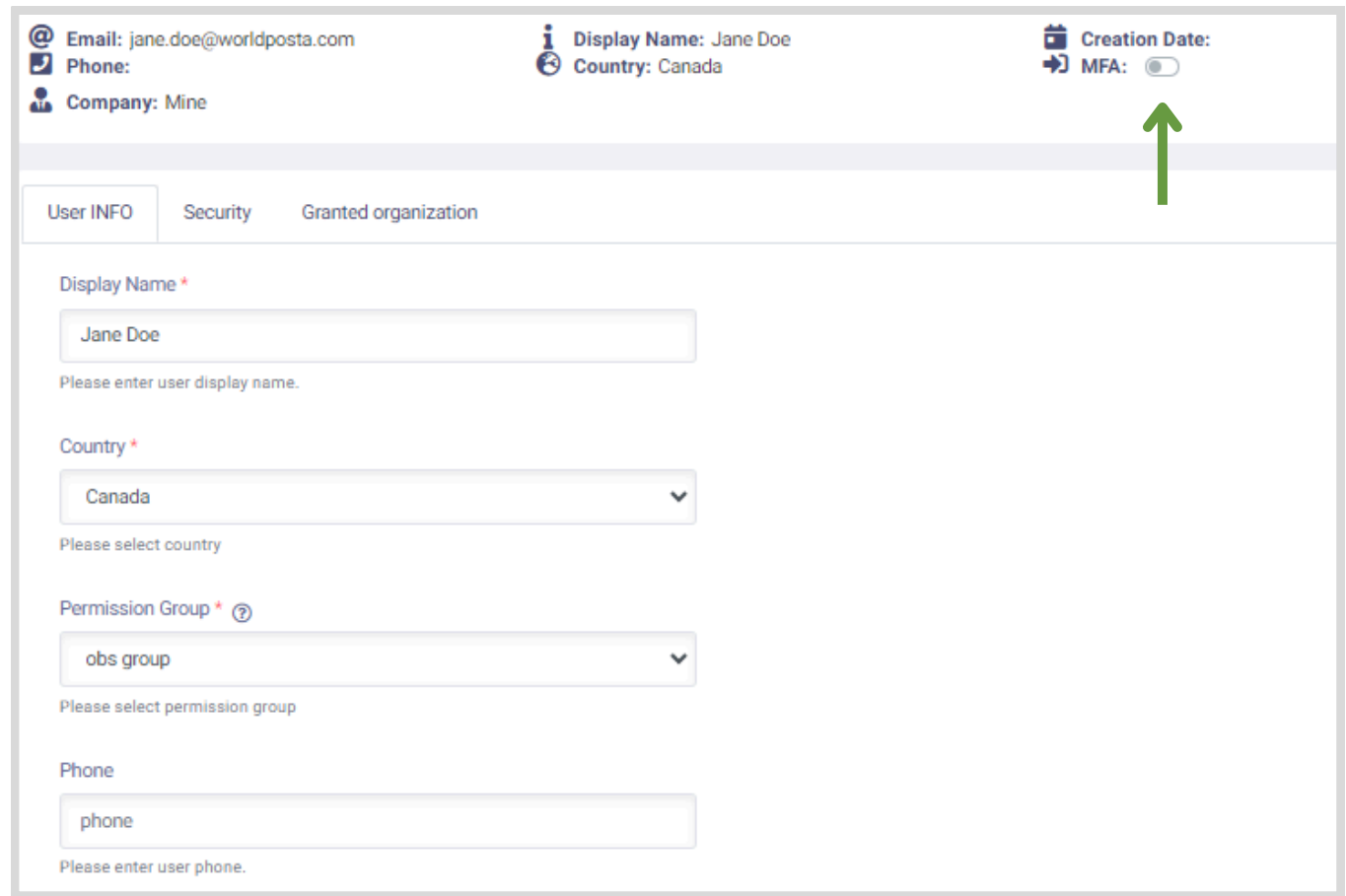
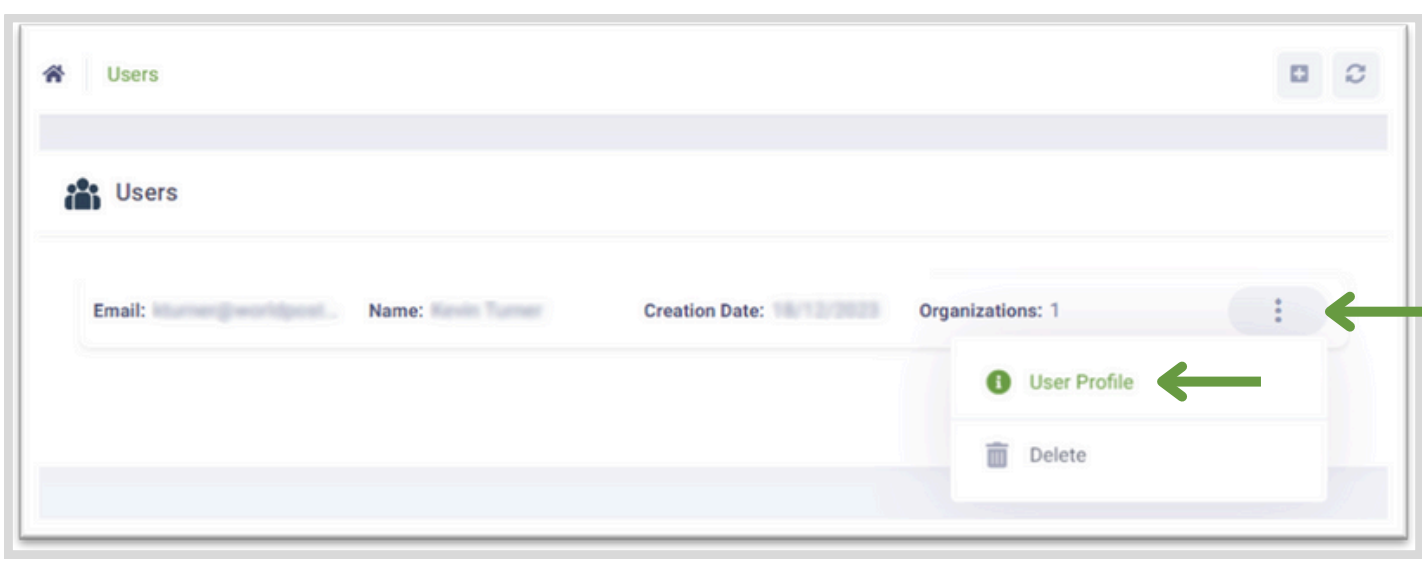
A green arrow points to the 'Submit' button at the bottom right of the form.

2-Administration

b. Users:

ii. to **view** existing users' profiles click on the  sign next to the user and choose **"User Profile"**, from there you can:

- 1. Enable/Disable **MFA**.
- 2. View/Edit the **User's info**.
- 3. Change the **users' password**.



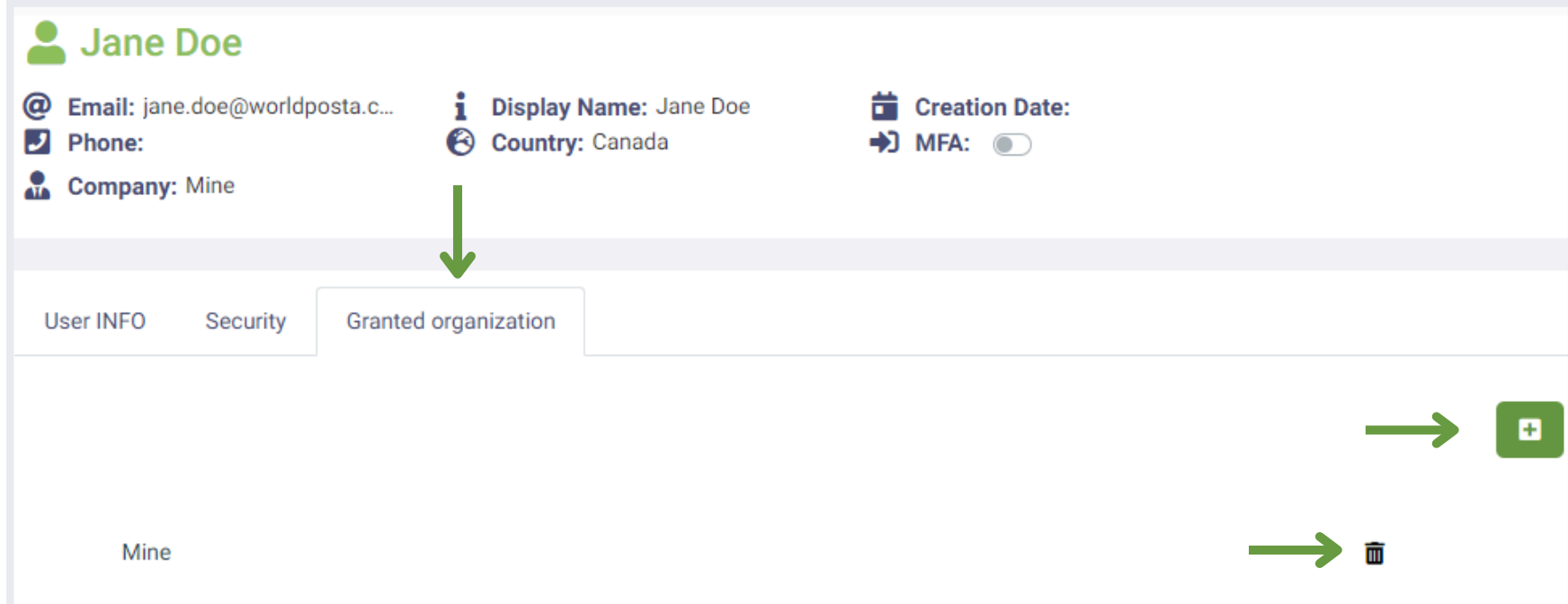
2-Administration

b. Users:

4. View Granted Organization (Organizations, Granted Roles...etc.).

5. Add different Organization to the User by clicking on the + sign on the right.



6. Delete Granted Organization to the User to a by clicking on the bin sign on the right.

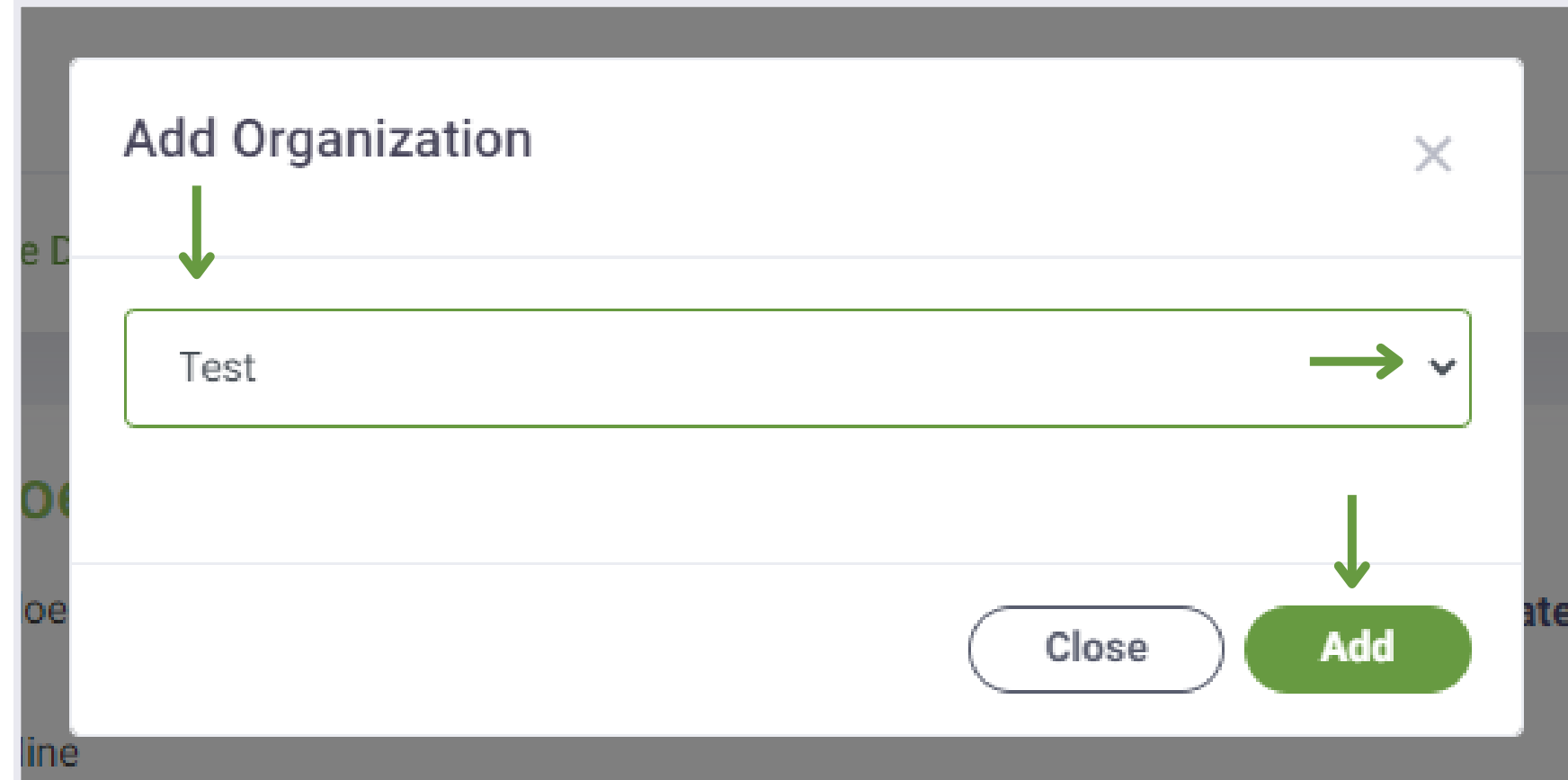


Jane Doe


@ Email: jane.doe@worldposta.c... i Display Name: Jane Doe 📅 Creation Date:
📞 Phone: 🌐 Country: Canada 🔑 MFA:
🏢 Company: Mine

User INFO Security **Granted organization**

Mine  



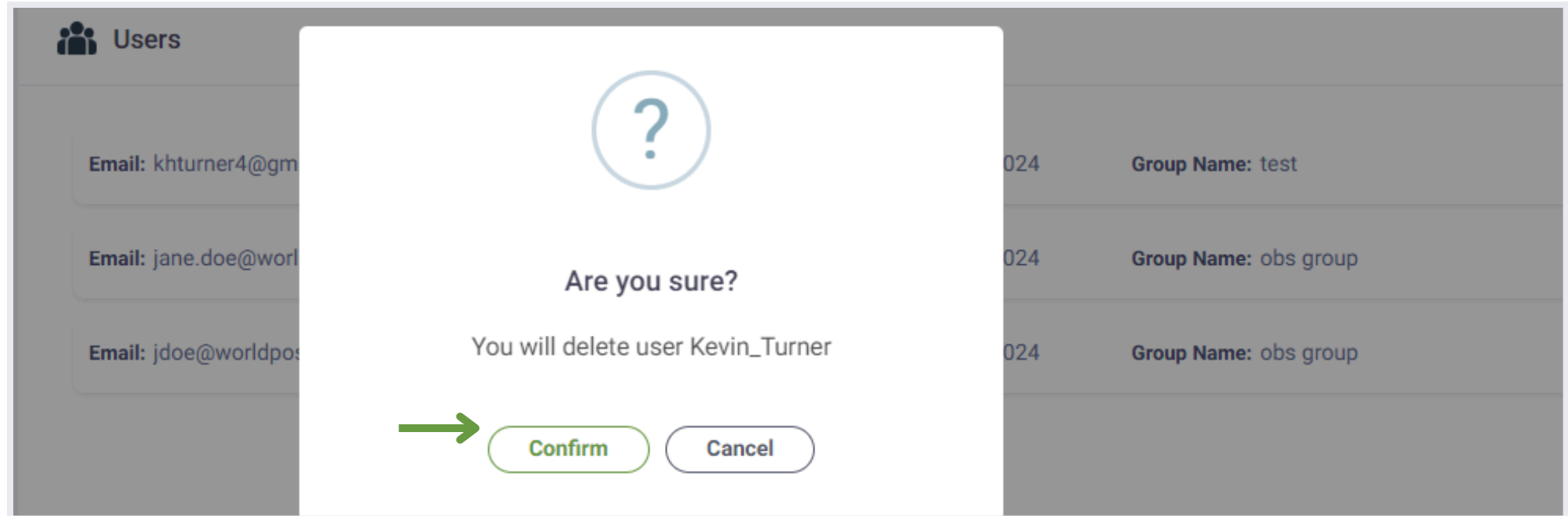
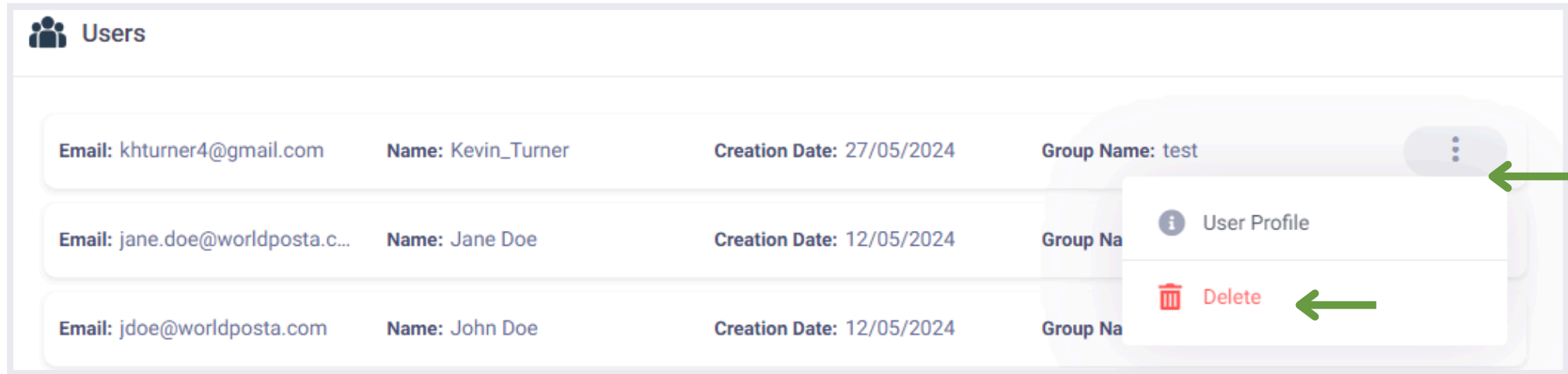
Add Organization ×

Test 

2-Administration

b. Users:

iii. To **Delete** a User, click on the  sign on the right, then choose **“Delete”**, then click on **“Confirm”**.



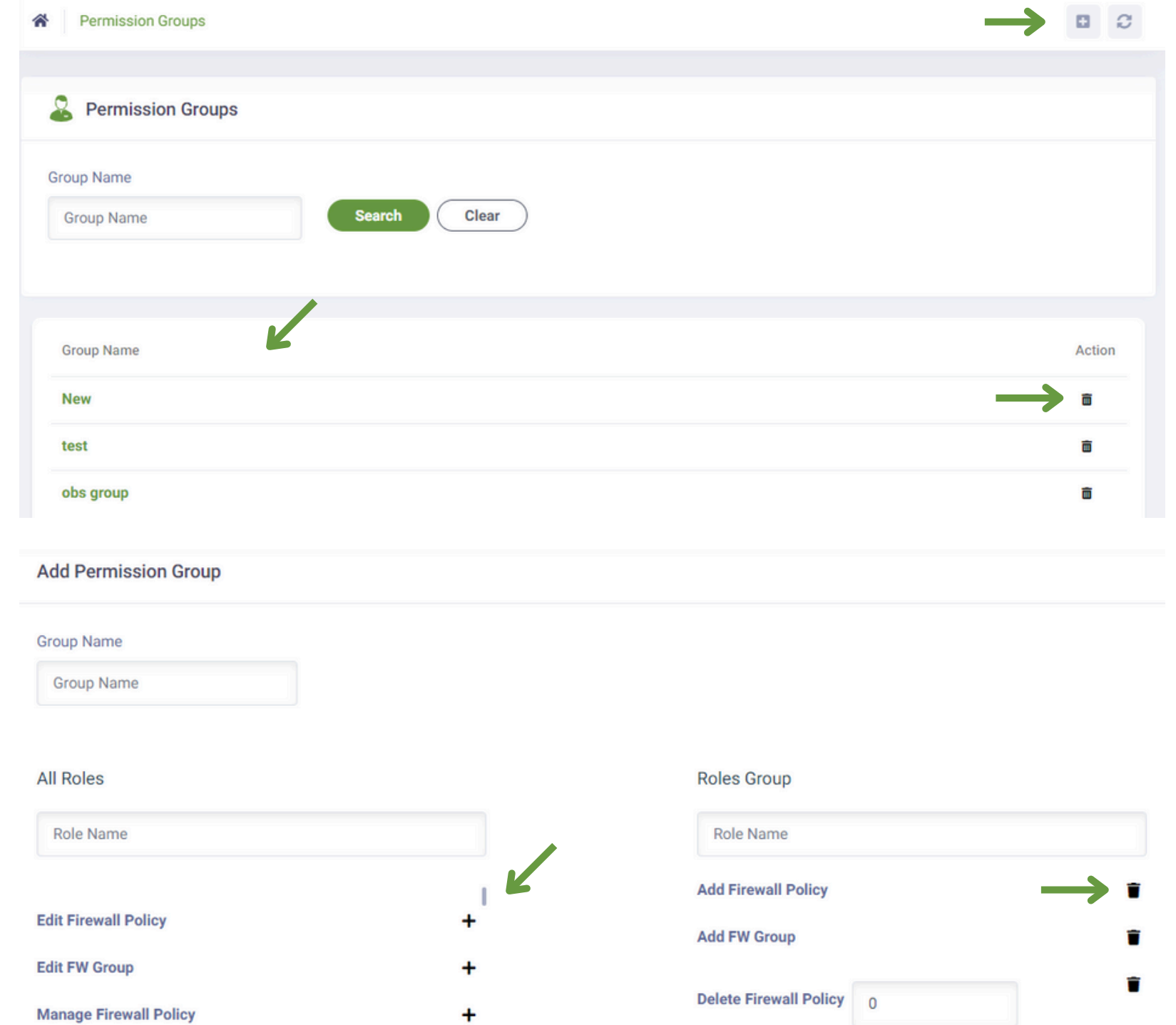
2-Administration

c. Permission Groups: In this tab, you can perform actions related to Permission groups management, like **View, Add, Edit** or **Delete** them. Permission groups are a set of roles that you can group to grant to specific users.

1. To **Add** a Permission Group, click on the **“+”** sign on the top-right.

2. **Give a name** to your Permission Group.

3. **Select** the organization roles you would like to grant to the user by clicking on the **“+”** sign next to the role then click on **“Save”**.



Permission Groups

Group Name

Group Name Search Clear

Group Name	Action
New	→
test	→
obs group	→

Add Permission Group

Group Name

Group Name

All Roles

Role Name

Edit Firewall Policy +

Edit FW Group +

Manage Firewall Policy +

Roles Group

Role Name


Add Firewall Policy →

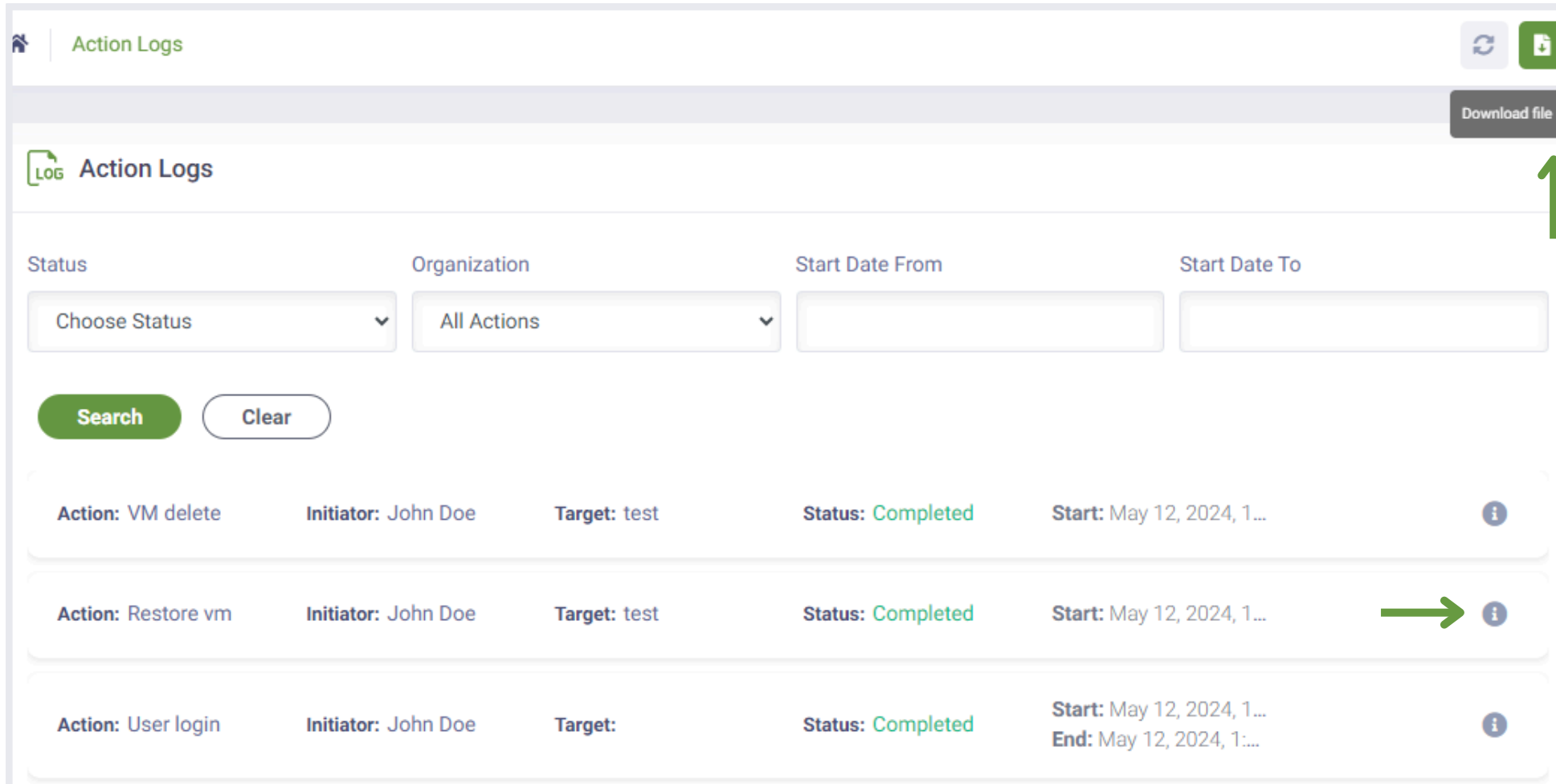
Add FW Group →

Delete Firewall Policy 0 →

2-Administration




d. Action Logs:

Within this tab, you can both **Review** and **Search** for any activities carried out on your account. Furthermore, you can **download** this data as an Excel sheet to your device. You can also **filter** your **search** by **Status**, **Organization**, **Start and/or End Dates**. You can also click on the  icon to view more details about the action.



Status	Organization	Start Date From	Start Date To
Choose Status	All Actions		

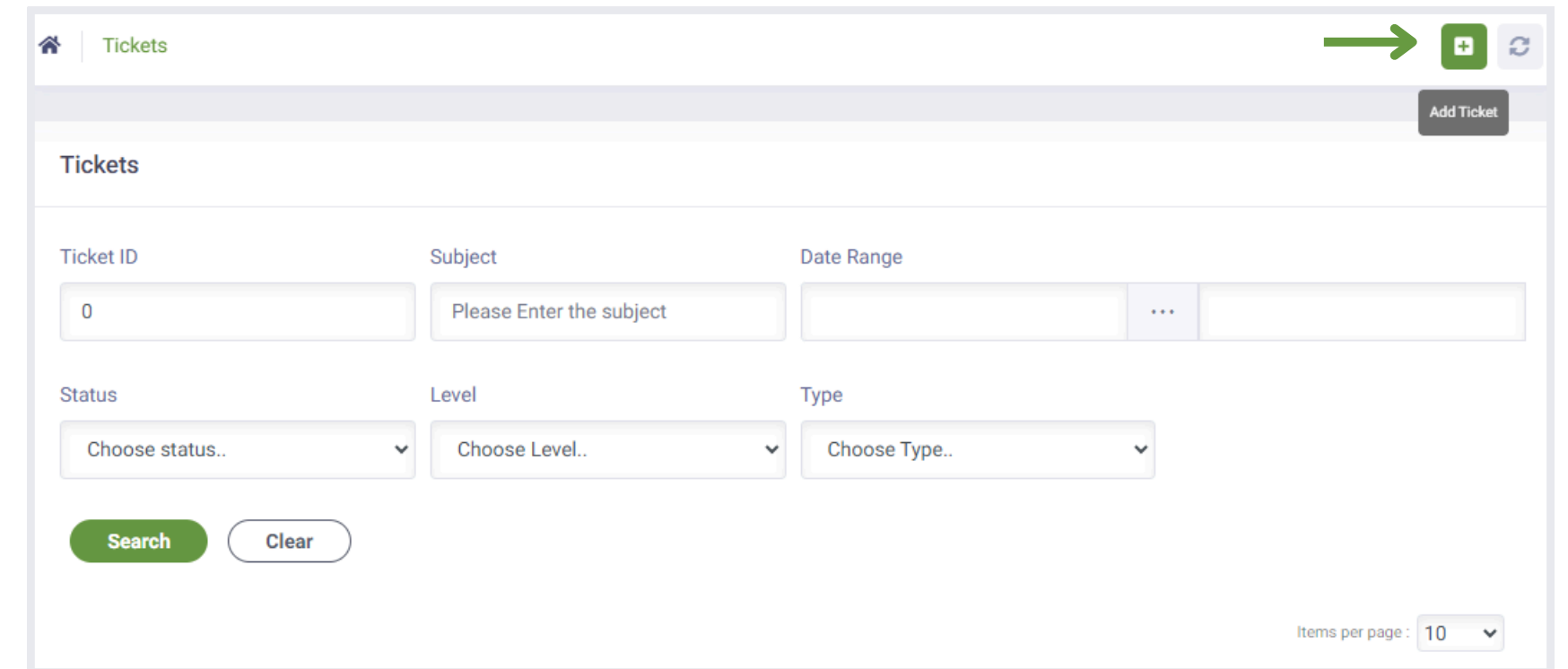
Search Clear

Action: VM delete	Initiator: John Doe	Target: test	Status: Completed	Start: May 12, 2024, 1...	
Action: Restore vm	Initiator: John Doe	Target: test	Status: Completed	Start: May 12, 2024, 1...	
Action: User login	Initiator: John Doe	Target:	Status: Completed	Start: May 12, 2024, 1... End: May 12, 2024, 1...	

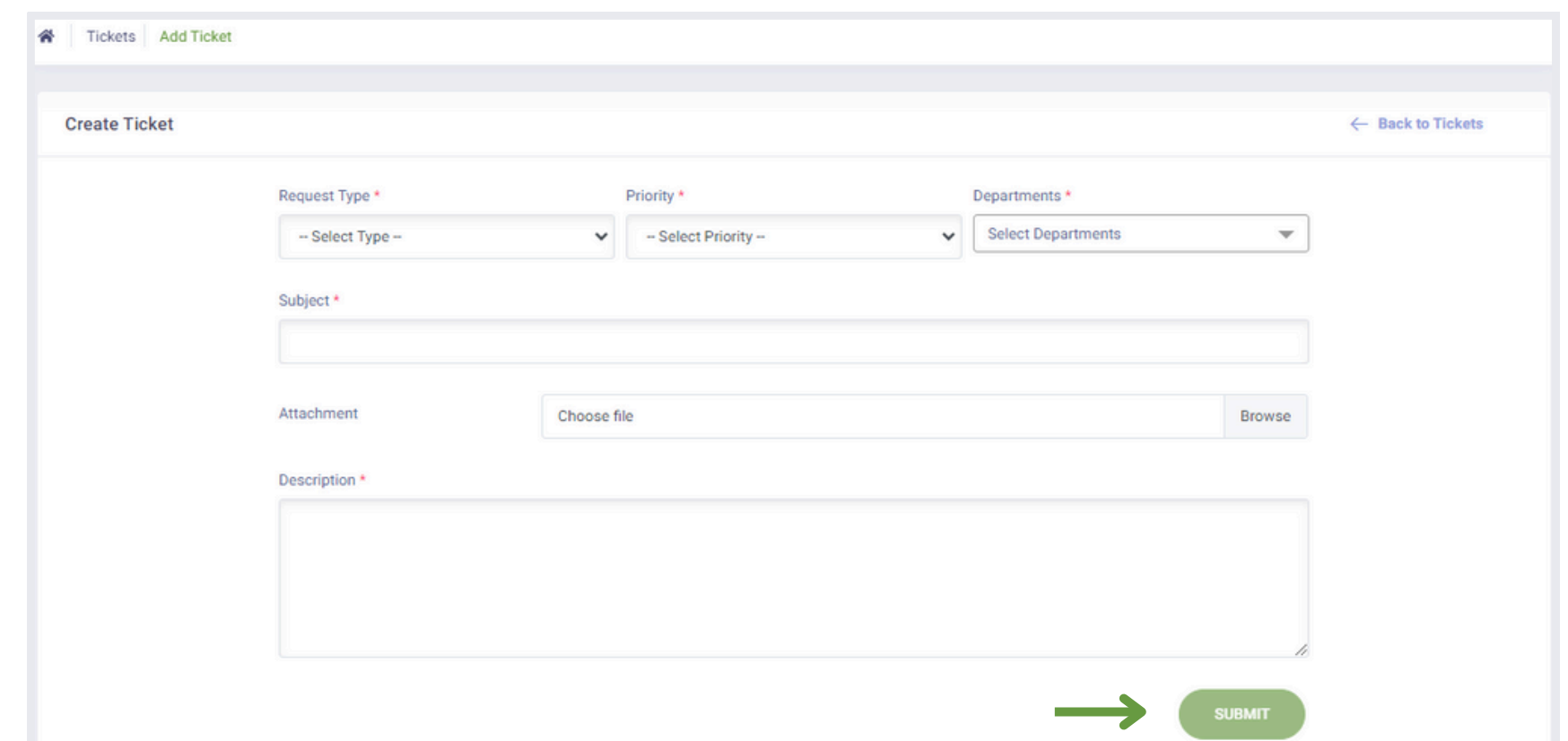
2-Administration

e. Tickets:

To initiate contact with our **support team**, simply click on the “+” sign located at the top-right corner. From there, you can create your support ticket by indicating the **Request Type**, **Priority**, **Department**, **Subject**, and **Ticket Description**. Additionally, you have the option to attach a document by selecting “**Browse**”. When you finish, click on “**Submit**”.



The screenshot shows the 'Tickets' management page. At the top right, there is a green arrow pointing to a '+' icon and a refresh icon. Below this is an 'Add Ticket' button. The main area contains a search form with the following fields: Ticket ID (with '0' entered), Subject (with 'Please Enter the subject'), Date Range, Status (with 'Choose status..'), Level (with 'Choose Level..'), and Type (with 'Choose Type..'). There are 'Search' and 'Clear' buttons. At the bottom right, there is an 'Items per page: 10' dropdown.

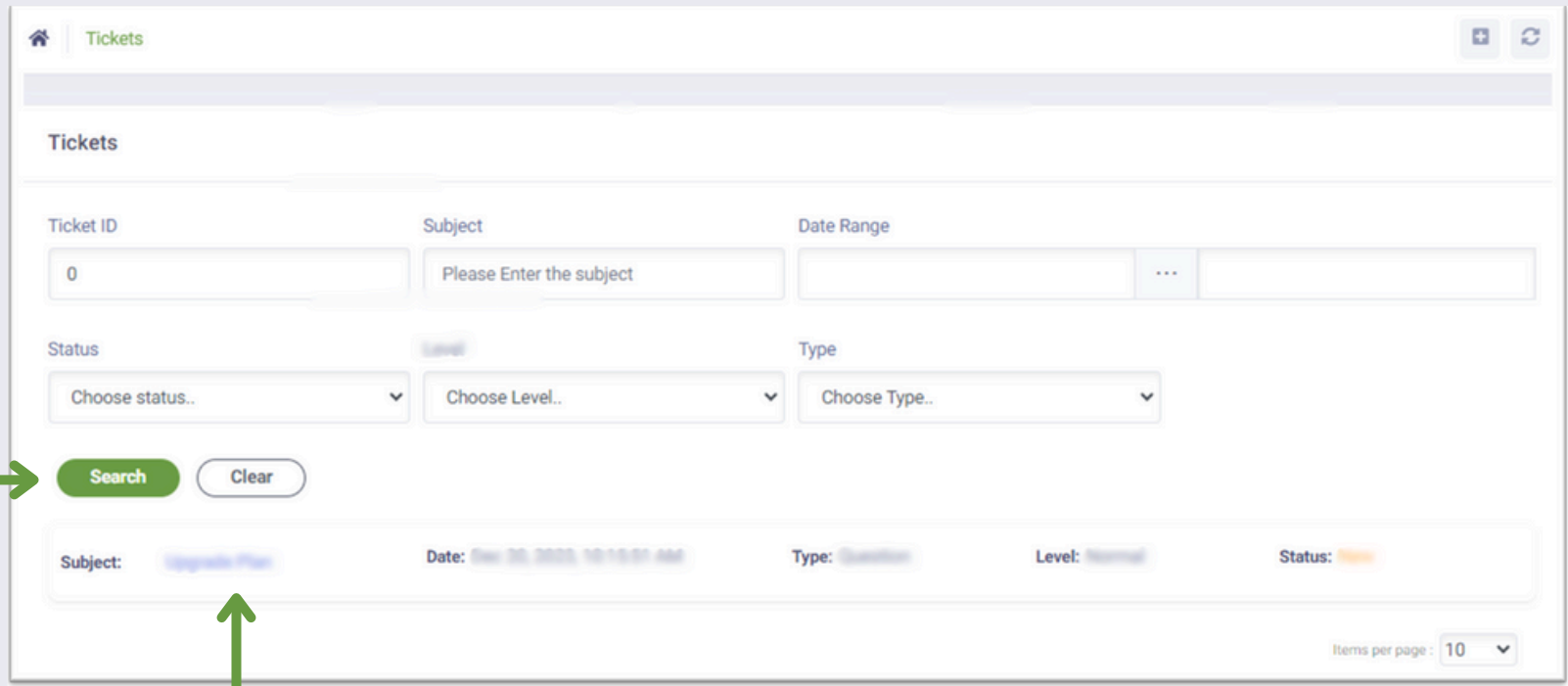


The screenshot shows the 'Create Ticket' form. At the top right, there is a blue arrow pointing to a 'Back to Tickets' link. The form contains the following fields: Request Type* (with '-- Select Type --'), Priority* (with '-- Select Priority --'), Departments* (with 'Select Departments'), Subject* (text input), Attachment (with 'Choose file' and 'Browse' buttons), and Description* (text area). At the bottom right, there is a green arrow pointing to a 'SUBMIT' button.

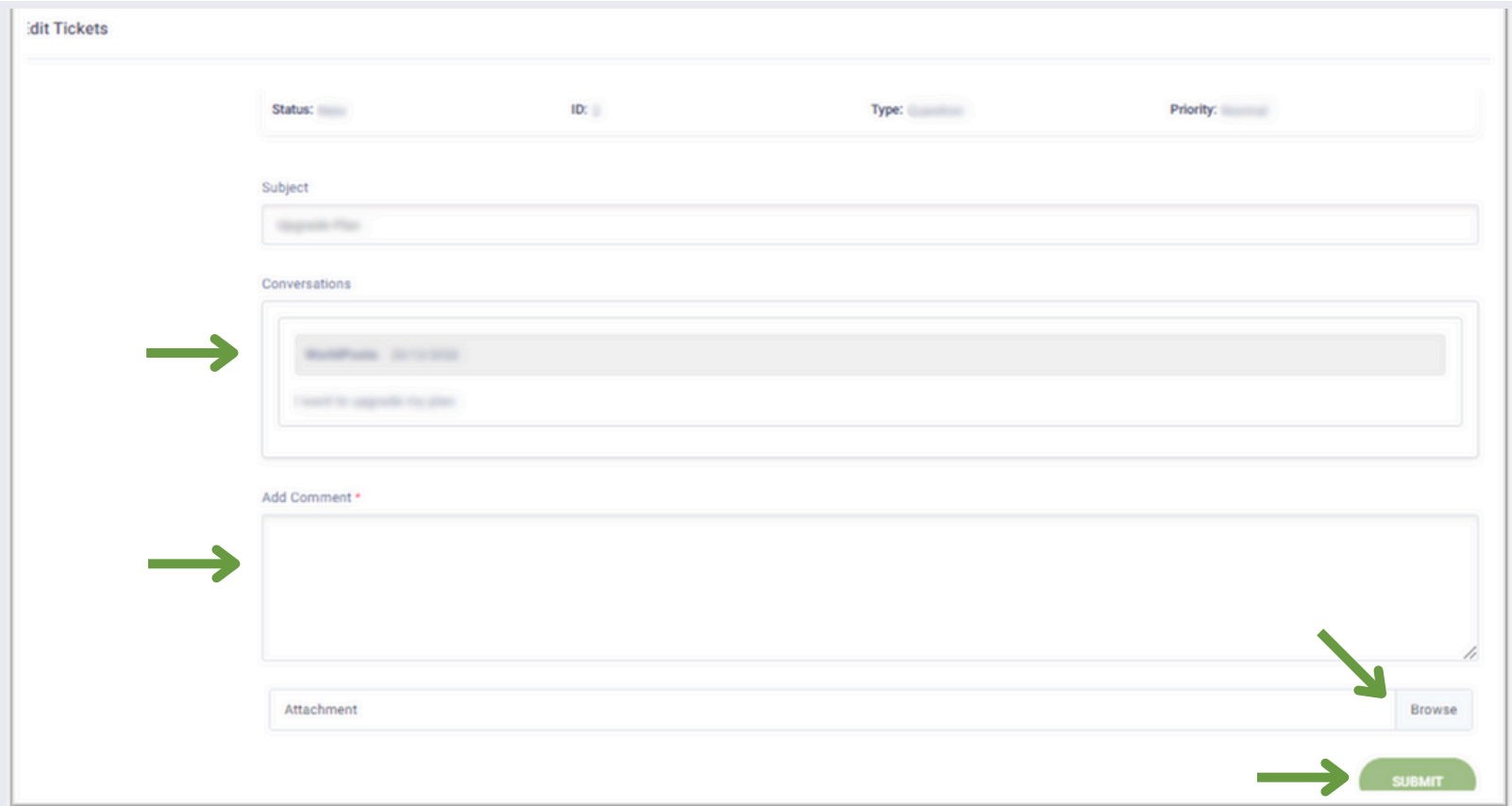
2-Administration

e. Tickets:

After that, your ticket will be successfully submitted, and you can access your tickets history within the **Tickets** tab. You can refine your **search** for tickets by specifying criteria such as **Ticket ID**, **Subject**, **Date Range**, **Status**, **Level**, and **Type**. Additionally, you can **make modifications** to your ticket by clicking on it, allowing you to **add comments** or **attachments** and **review the conversation history**, then click on **“Submit”**.



The screenshot shows the 'Tickets' search interface. It features a search bar with fields for 'Ticket ID' (containing '0'), 'Subject' (containing 'Please Enter the subject'), and 'Date Range'. Below the search bar are three dropdown menus for 'Status' (labeled 'Choose status..'), 'Level' (labeled 'Choose Level..'), and 'Type' (labeled 'Choose Type..'). A green arrow points to the 'Search' button, and another green arrow points to the 'Subject' field. Below the search bar is a list of tickets with columns for 'Subject', 'Date', 'Type', 'Level', and 'Status'. A green arrow points to the 'Subject' field of the first ticket, which contains 'Upgrade Plan'.



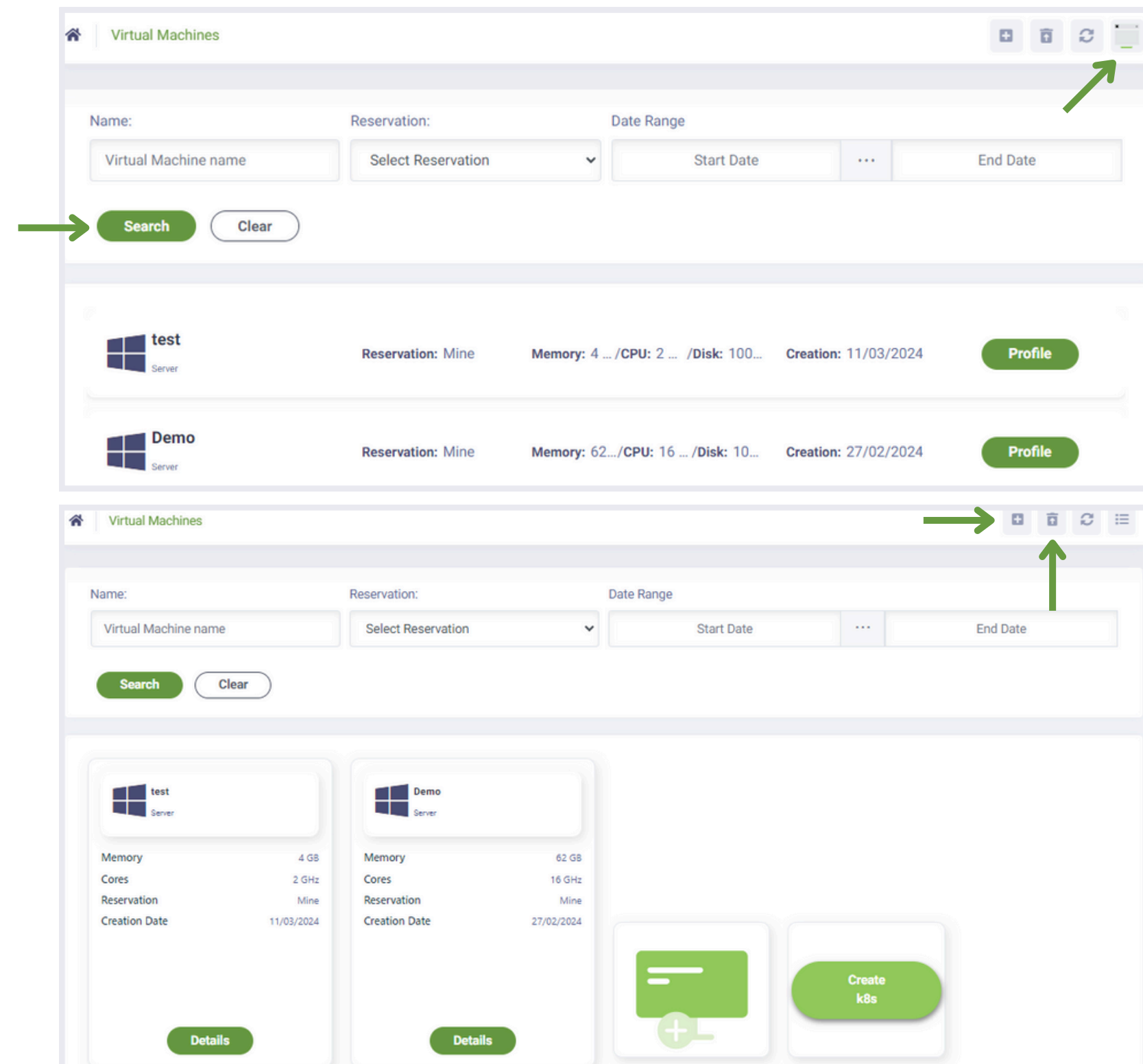
The screenshot shows the 'Edit Tickets' interface. It features a form with fields for 'Status', 'ID', 'Type', and 'Priority'. Below these fields is a 'Subject' field containing 'Upgrade Plan'. Underneath is a 'Conversations' section with a list of messages. A green arrow points to the first message in the list. Below the conversations is an 'Add Comment' section with a text area. A green arrow points to the text area. At the bottom of the form is an 'Attachment' section with a 'Browse' button. A green arrow points to the 'Browse' button. At the very bottom is a green 'SUBMIT' button. A green arrow points to the 'SUBMIT' button.

3-Organization

Under the Organization tab you will find:

a.Virtual Machines: In this tab you can view your created VMs where you can:

- 1. Search** for a VM using **filters** such as **Name, Reservation, Date Range** and **Group**.
- 2. Change view** from the top-right corner.
- 3. Access** your **deleted Items**.
- 4. Add a new VM/K8s.**



The screenshot displays the 'Virtual Machines' management interface in two different views. The top view is the 'List View', showing a table of VMs with columns for Name, Reservation, Date Range, and a Profile button. The bottom view is the 'Details View', showing a card for each VM with its specifications (Memory, Cores, Reservation, Creation Date) and a Details button. Green arrows highlight key UI elements: the search filters and buttons in the top view, and the view toggle icons (list, table, details) in the top-right corner of both views.

Name:	Reservation:	Date Range	
Virtual Machine name	Select Reservation	Start Date ... End Date	

Search [Search] [Clear]

Name	Reservation	Memory	CPU	Disk	Creation	Profile
test Server	Mine	4 ...	2 ...	100...	11/03/2024	Profile
Demo Server	Mine	62...	16 ...	10...	27/02/2024	Profile

Virtual Machines

Name:	Reservation:	Date Range	
Virtual Machine name	Select Reservation	Start Date ... End Date	

Search [Search] [Clear]

test Server

Memory: 4 GB
Cores: 2 GHz
Reservation: Mine
Creation Date: 11/03/2024

Details

Demo Server

Memory: 62 GB
Cores: 16 GHz
Reservation: Mine
Creation Date: 27/02/2024

Details

[+ VM] [Deleted] [Refresh] [List View]

[+ VM] [Create k8s]

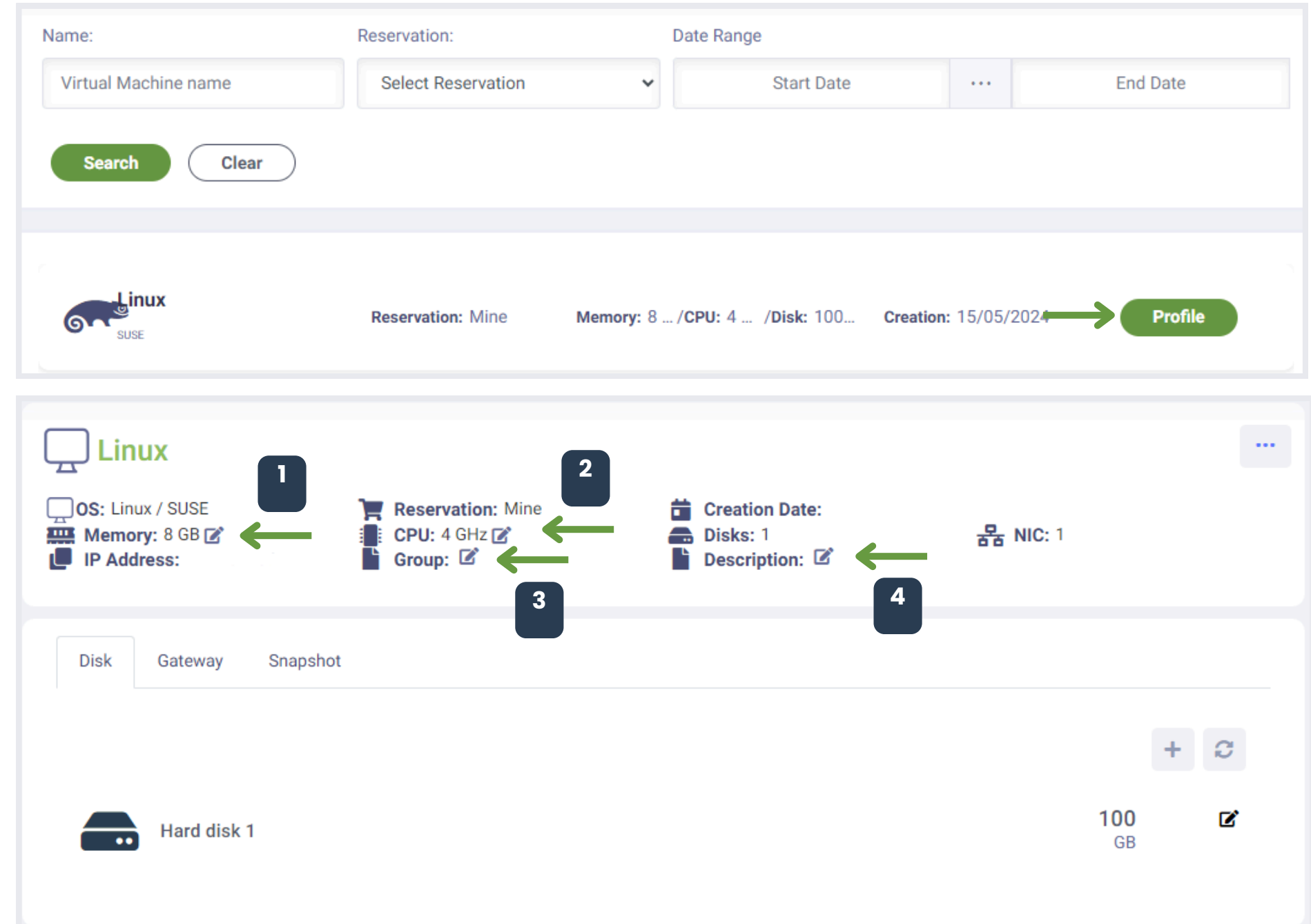
3-Organization

a.Virtual Machines:

From this view, once you click on “**Profile**”, you will be able to:

1. Edit RAM size.
2. Edit No. of cores.
3. Edit Group.
4. Edit Machine Description.

****Note that you will need to power off your machine first****

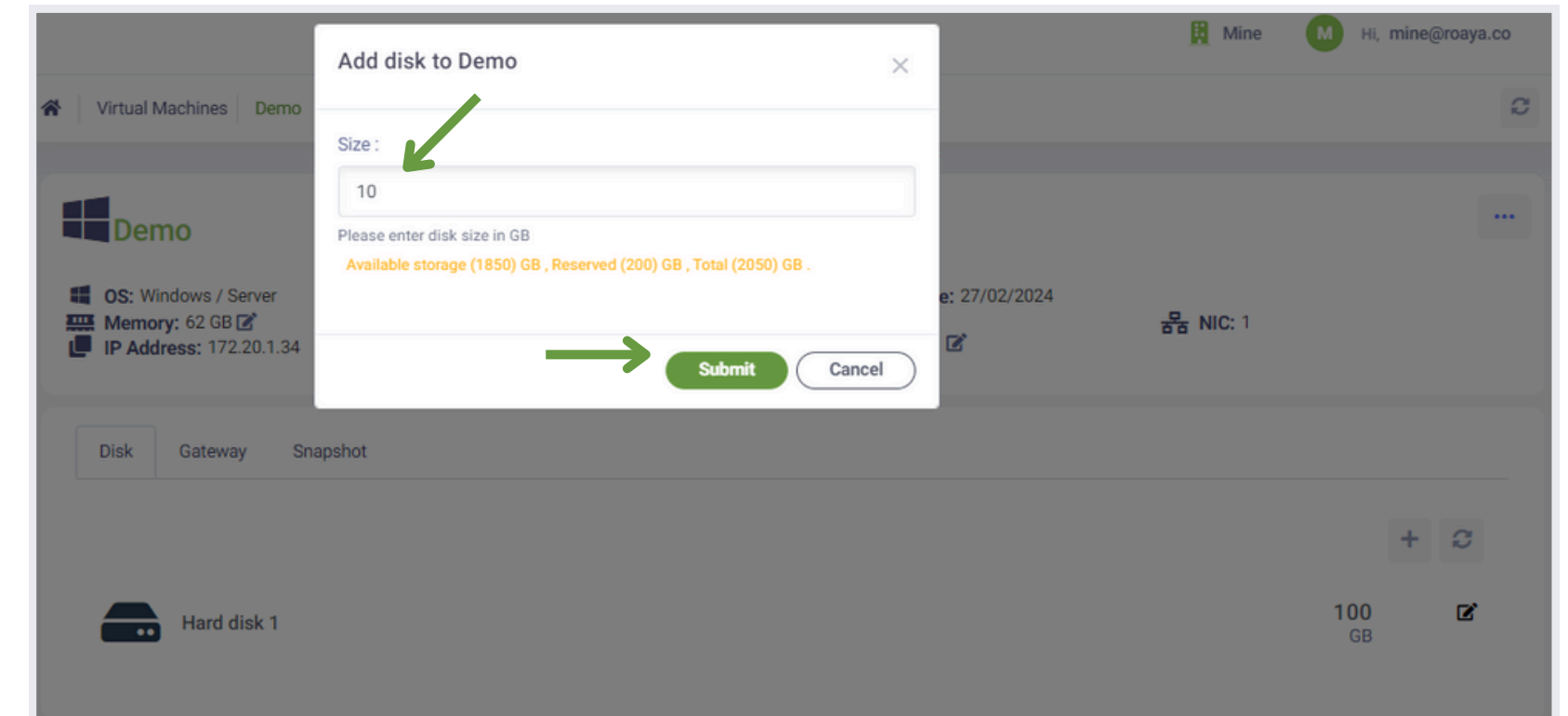
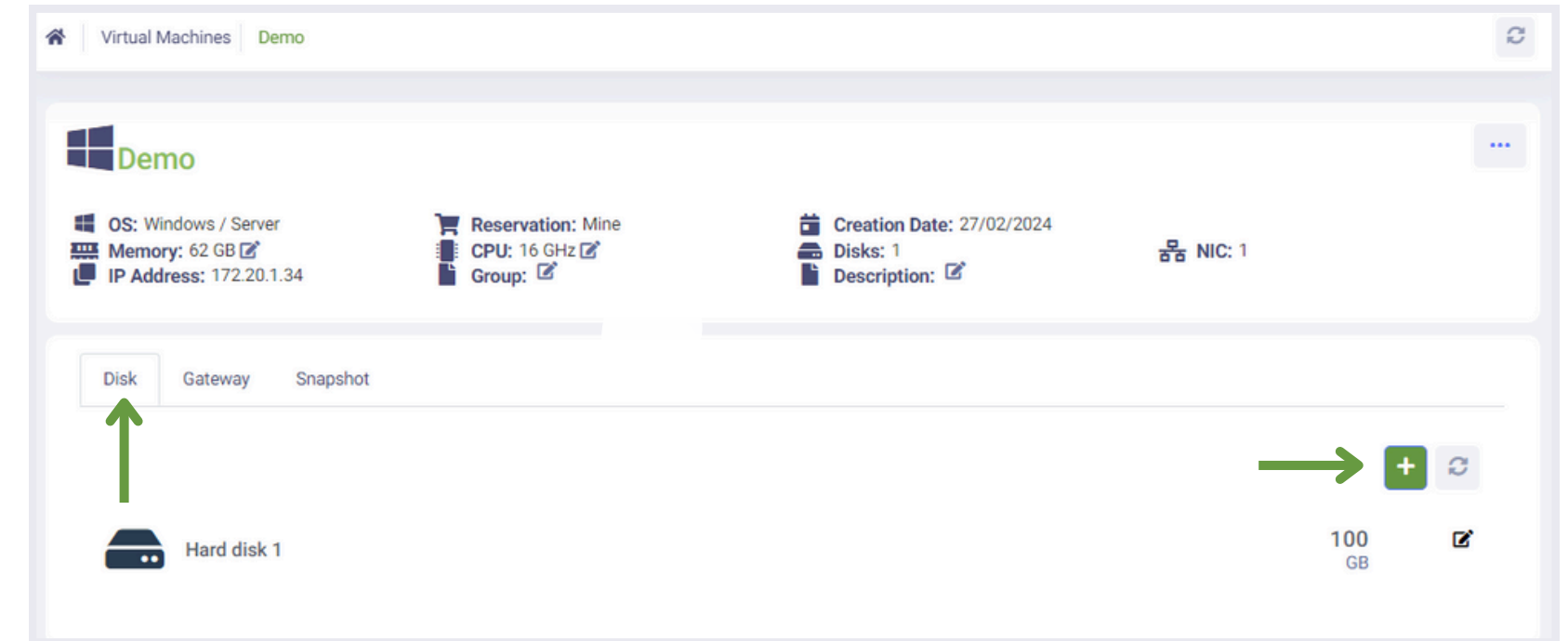


The screenshot displays the CloudEdge Virtual Machine management interface. At the top, there are search filters for Name, Reservation, and Date Range. Below the filters, a list of VMs is shown, with one VM highlighted. The highlighted VM details include OS (Linux / SUSE), Memory (8 GB), CPU (4 GHz), Reservation (Mine), and Creation Date (15/05/2024). A 'Profile' button is visible next to the VM details. Below the VM list, the configuration details for the selected VM are shown, including OS, Memory, IP Address, Reservation, CPU, Group, Creation Date, Disks, and Description. Numbered callouts (1-4) point to the edit icons for Memory, Reservation, Group, and Description respectively. A 'Disk' section below shows 'Hard disk 1' with a 100 GB capacity.

3-Organization

a.Virtual Machines:

5. **View** the **Hard disks** that you have and **Add** another to your VM by clicking on the “+” sign and then specifying the **hard disk size**, then clicking on “**Save**”.

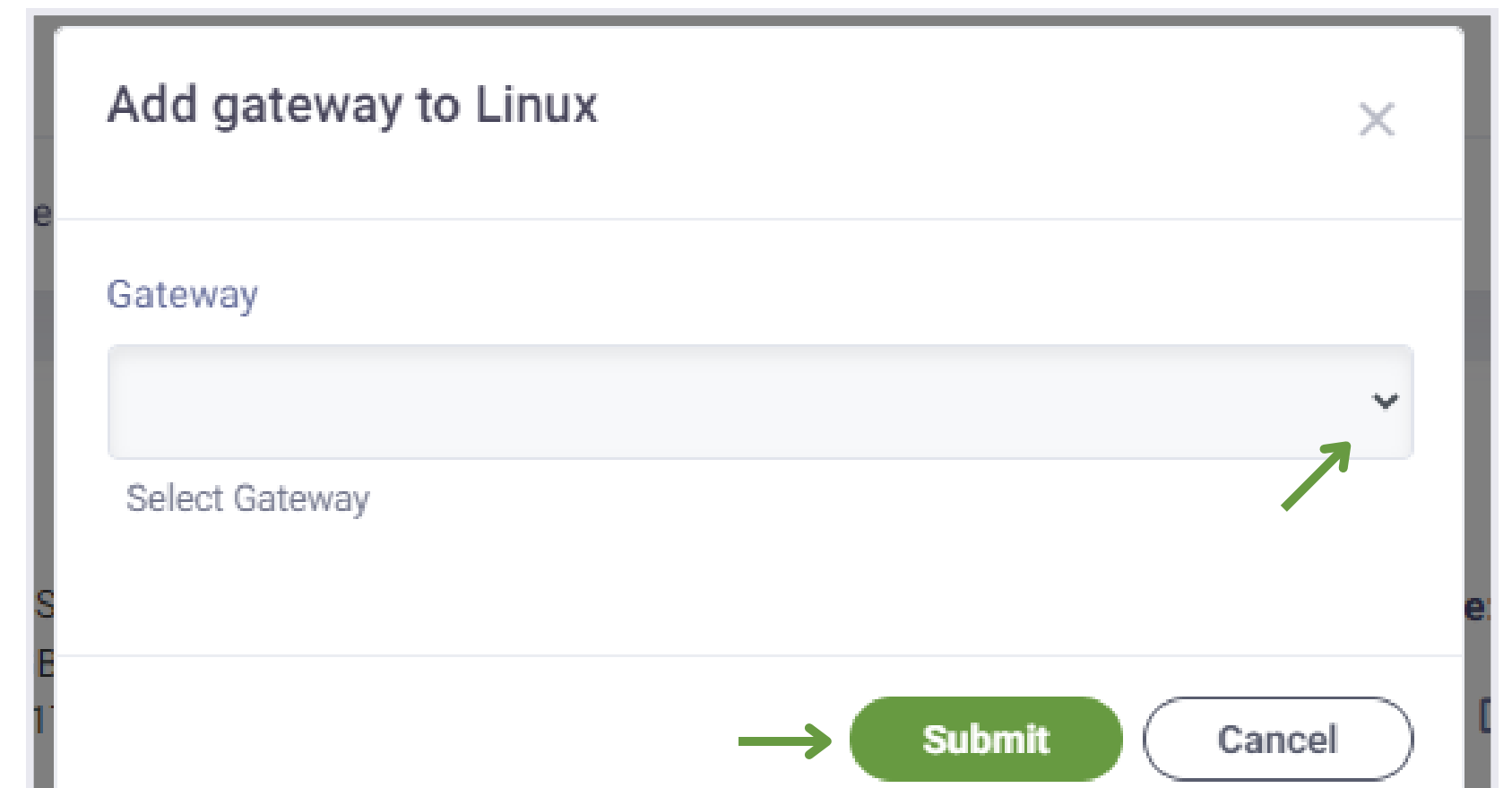
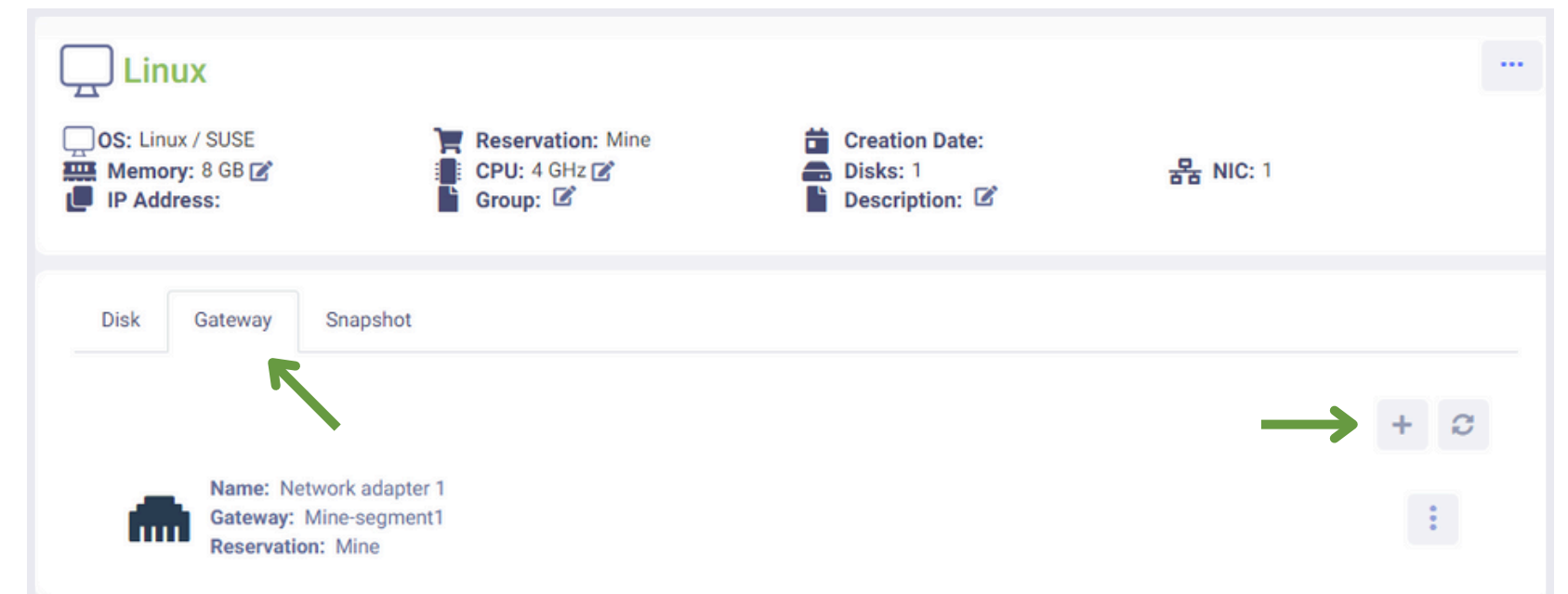
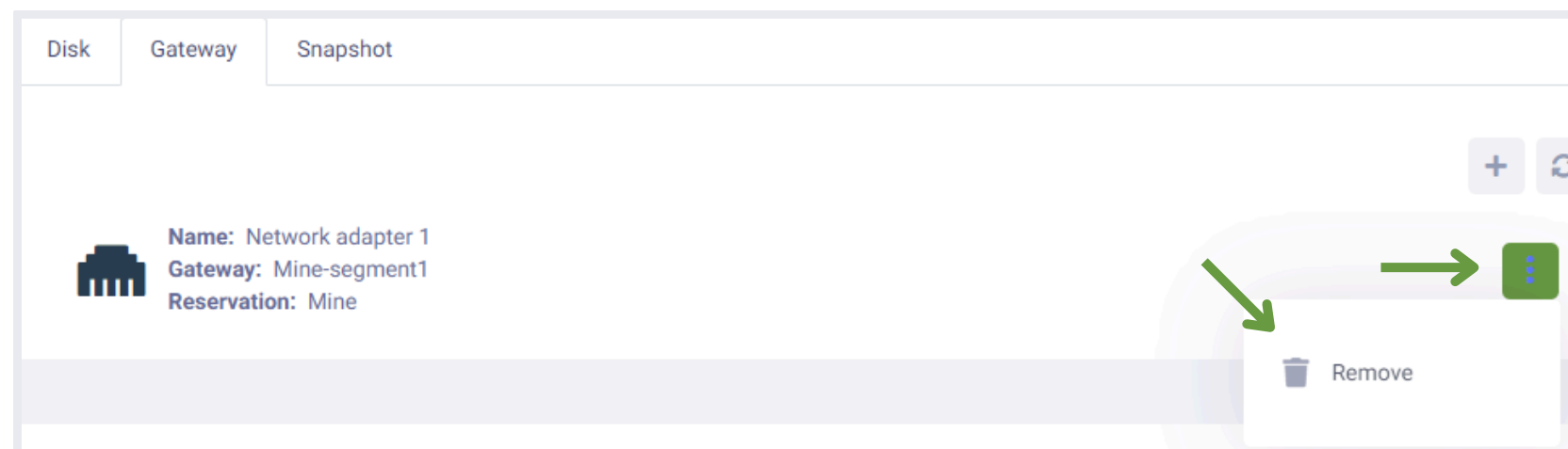


3-Organization

a. Virtual Machines:


6.i. **View the Gateways** you have and Add another to your VM by clicking on the “+” sign and then selecting the **Gateway**, then clicking on “**Save**”.

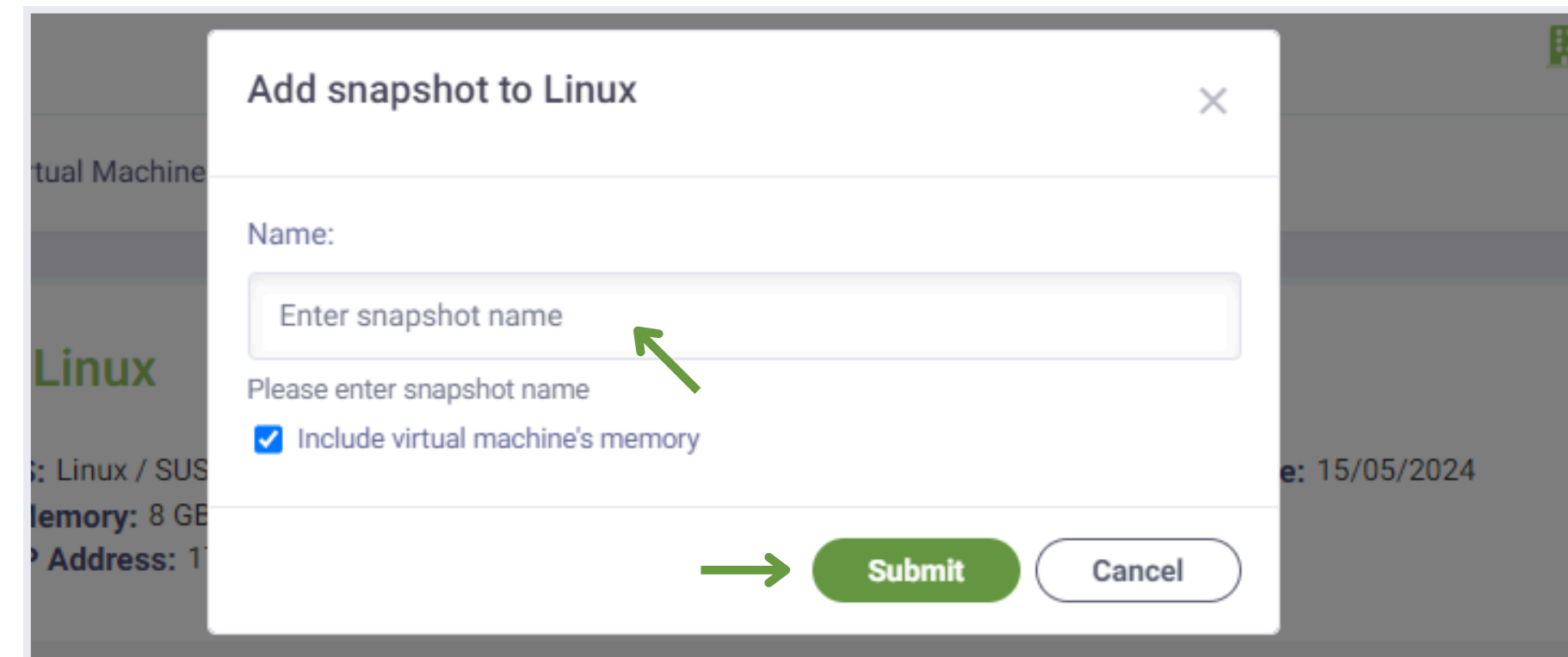
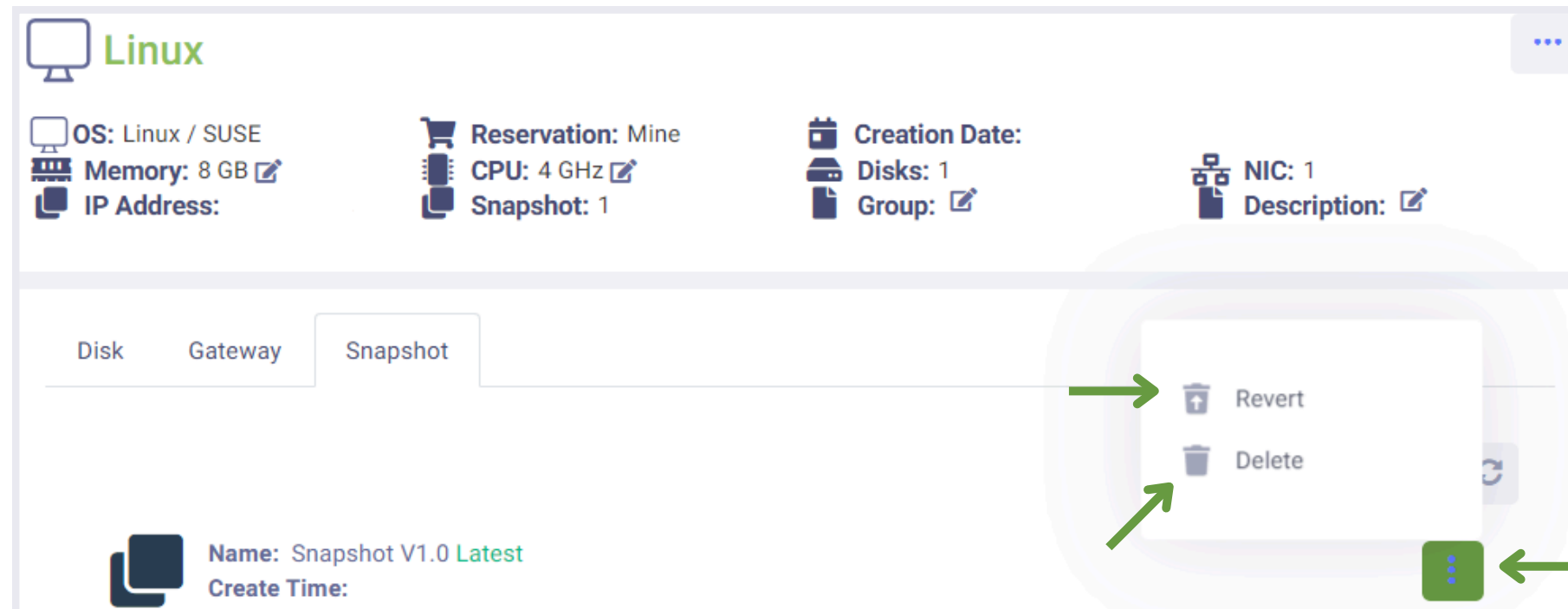
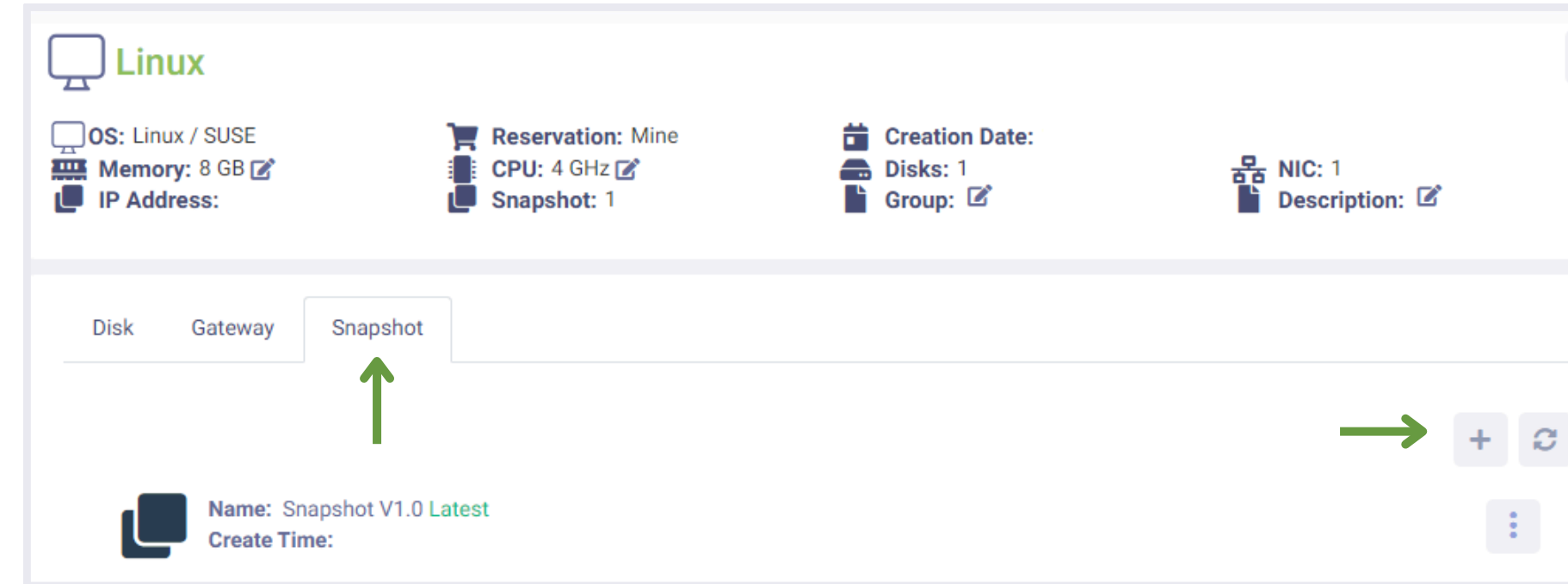
ii. You can **Remove** a Gateway by clicking on the  sign, then clicking on “**Remove**”.



3-Organization

a. Virtual Machines:

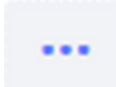
- 7. i. **View the Snapshots** you have of your VM and **Create** another by clicking on the “+” sign and then giving your Snapshot a **Name**, then click on “**Save**”.
- ii. You can **Remove/Revert** a Snapshot by clicking on the  sign, then choosing “**Remove**” or “**Revert**”.



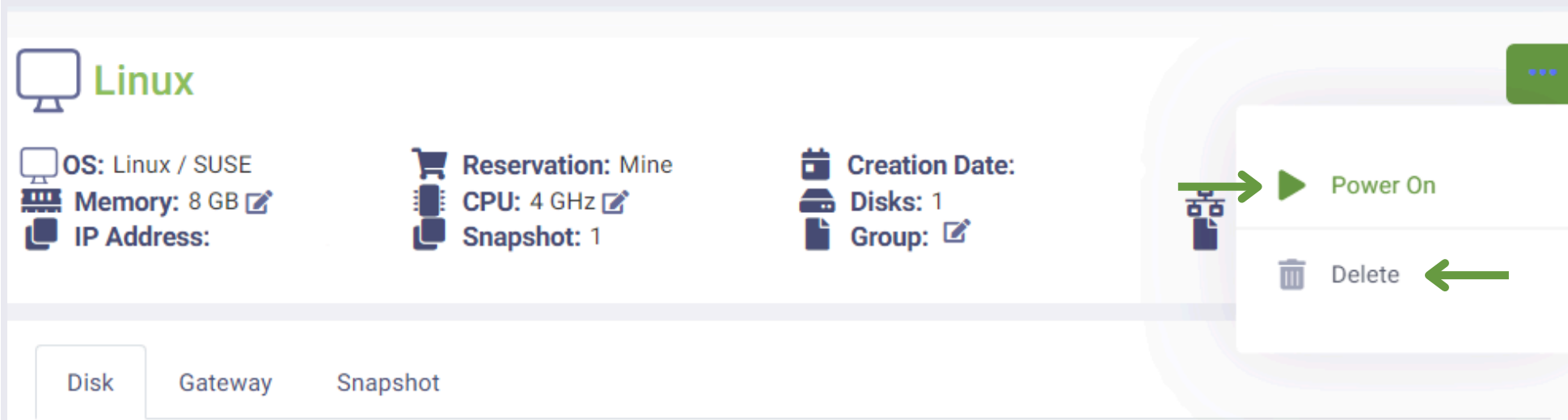
3-Organization

a. Virtual Machines:

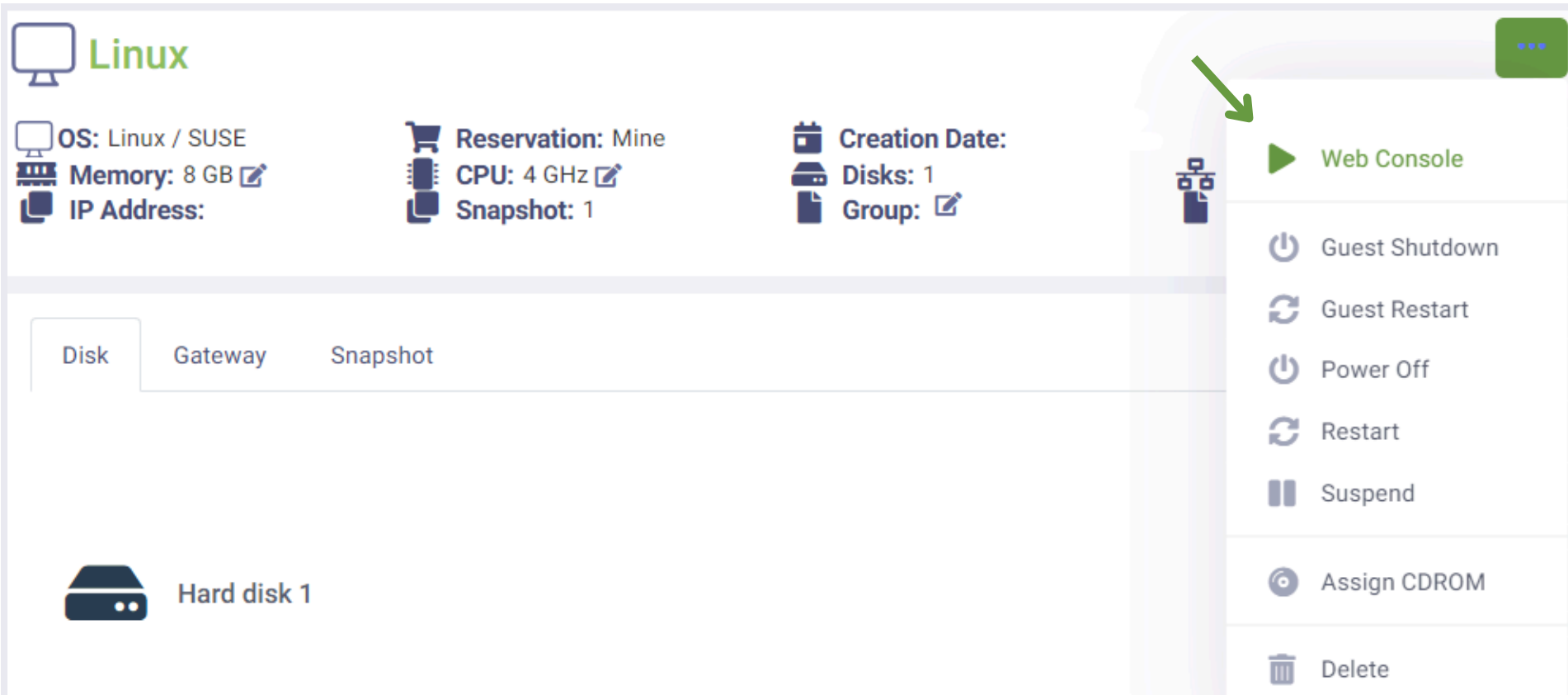
8. Click on the  sign at the top-right corner to:

1. Power on your machine: Once your machine's been powered on, when you click on the  sign you will be able to:

i. Open Web console.



This screenshot shows a Linux VM card with the following details: OS: Linux / SUSE, Memory: 8 GB, IP Address: (link), Reservation: Mine, CPU: 4 GHz, Snapshot: 1, Creation Date: (link), Disks: 1, and Group: (link). The context menu is open, showing 'Power On' and 'Delete' options. A green arrow points to the 'Power On' button, and another green arrow points to the 'Delete' button. Below the card, there are tabs for 'Disk', 'Gateway', and 'Snapshot'.

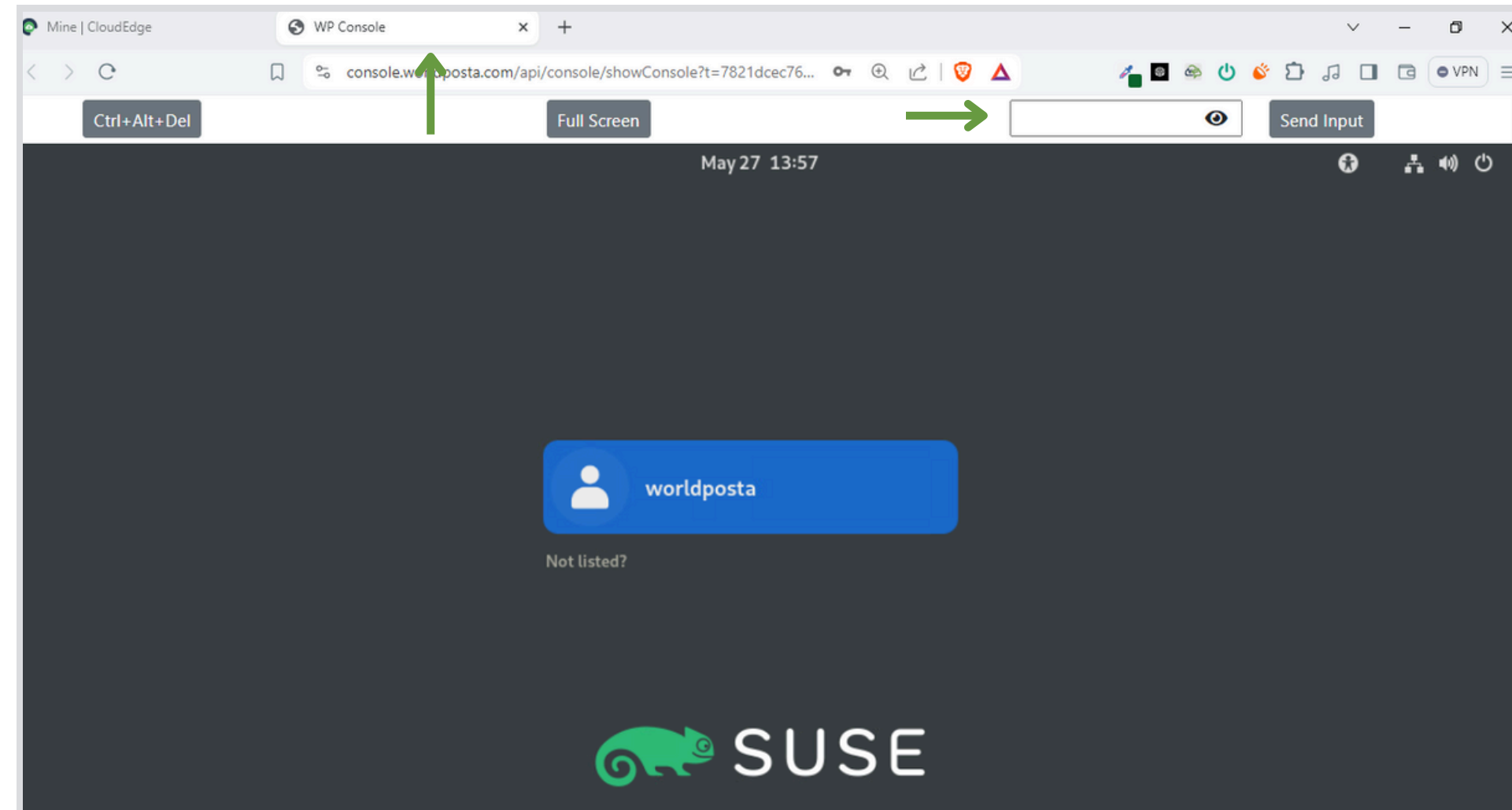


This screenshot shows the same Linux VM card as above. The context menu is open, showing 'Web Console', 'Guest Shutdown', 'Guest Restart', 'Power Off', 'Restart', 'Suspend', 'Assign CDRROM', and 'Delete' options. A green arrow points to the 'Web Console' button. Below the card, there are tabs for 'Disk', 'Gateway', and 'Snapshot'. Under the 'Disk' tab, there is a 'Hard disk 1' entry with a disk icon.

3-Organization

a. Virtual Machines:

8. 1. i. Open Web console: A new tab will automatically be opened where you can find your **web console**. You will see a **“Send Input”** box at the top which you can use to **paste copied items from your host machine** into your **virtual machine**. You can now go ahead and **start using** your **web console**.



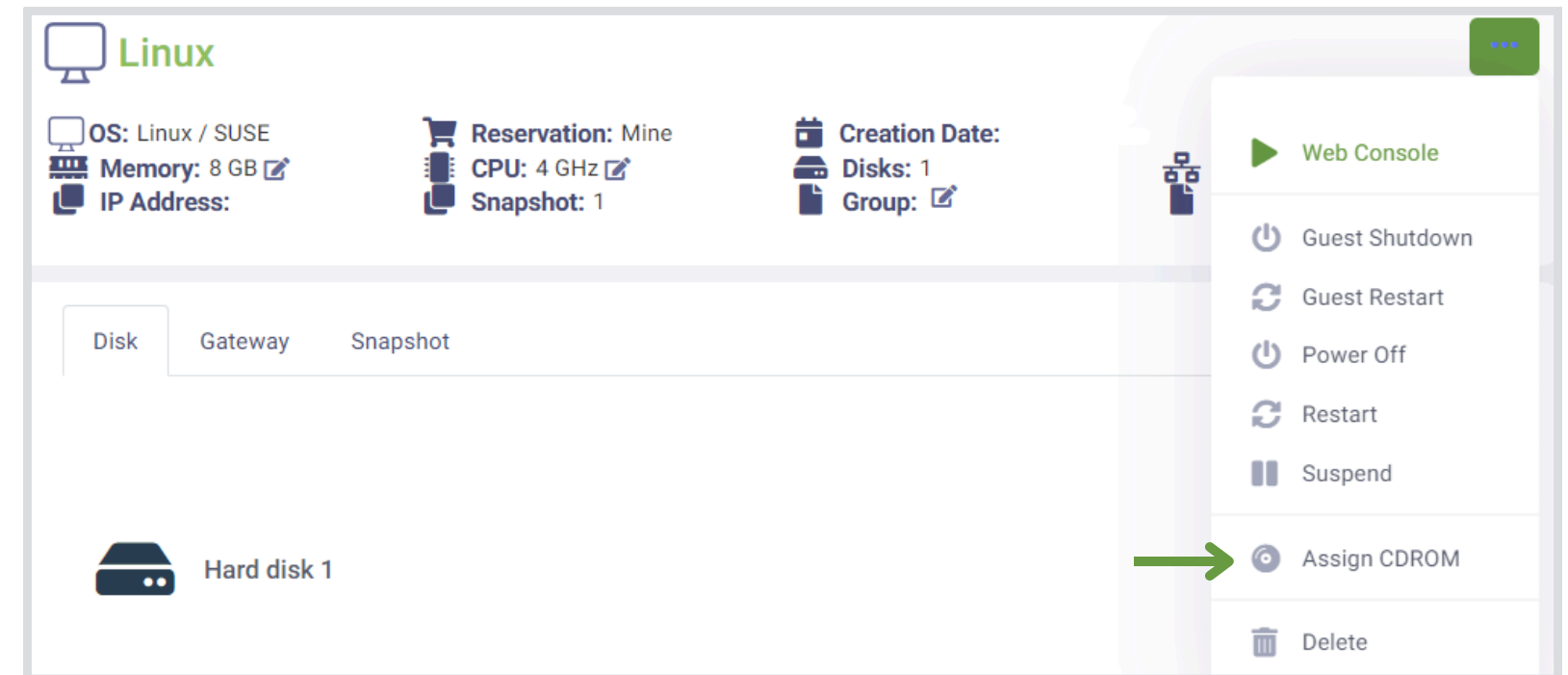
3-Organization

a. Virtual Machines:

8.1. ii. **Guest Shutdown/Restart** your machine.

iii. **Power off/ Restart/Suspend** your machine.

v. **Assign CDROM** to your machine: just click on “**Assign**” next to the one you’d like to choose, and it will be assigned automatically.



Linux

OS: Linux / SUSE
Memory: 8 GB
IP Address:

Reservation: Mine
CPU: 4 GHz
Snapshot: 1

Creation Date:
Disks: 1
Group:

Web Console

Guest Shutdown

Guest Restart

Power Off

Restart

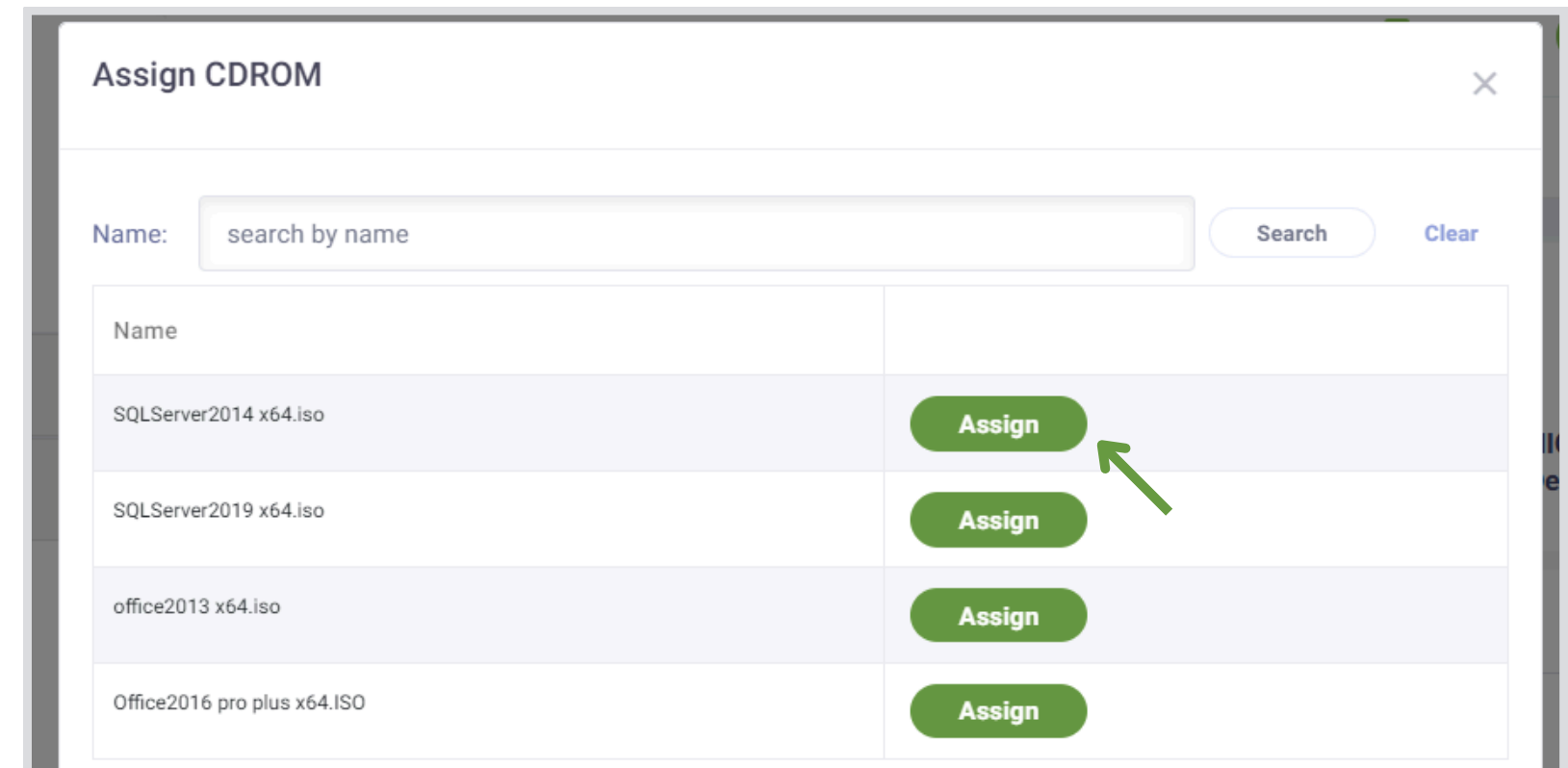
Suspend

Assign CDROM

Delete

Disk Gateway Snapshot

Hard disk 1



Assign CDROM

Name:

Name	
SQLServer2014 x64.iso	<input type="button" value="Assign"/>
SQLServer2019 x64.iso	<input type="button" value="Assign"/>
office2013 x64.iso	<input type="button" value="Assign"/>
Office2016 pro plus x64.ISO	<input type="button" value="Assign"/>

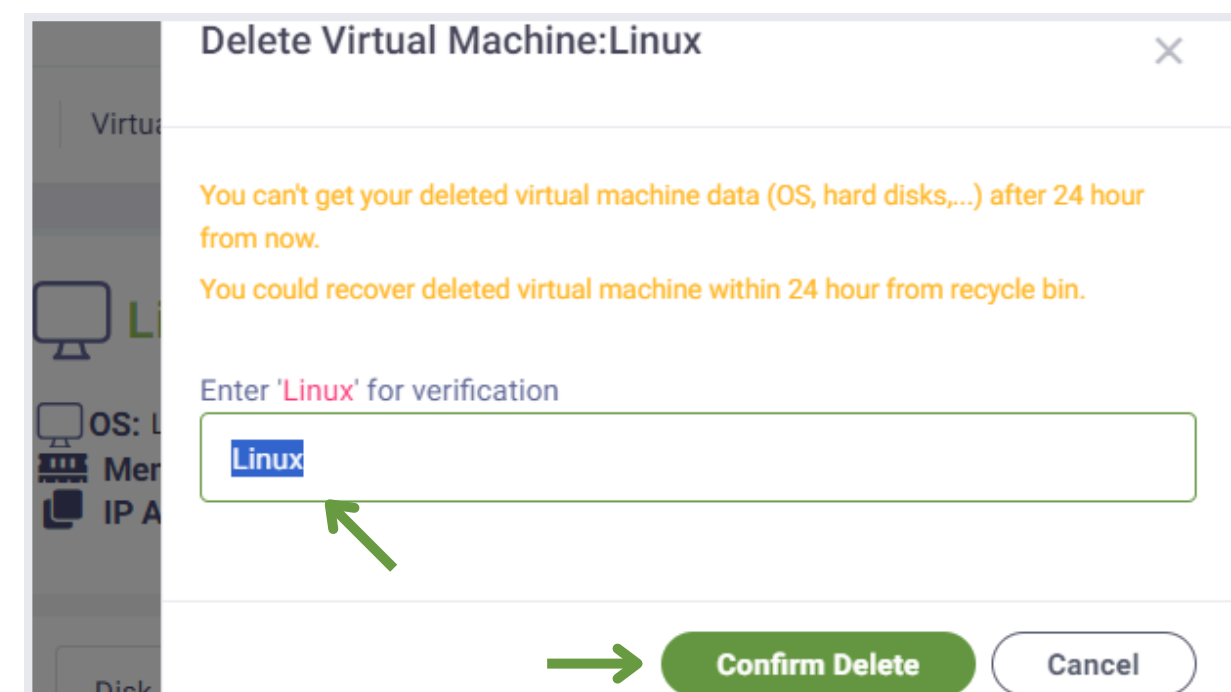
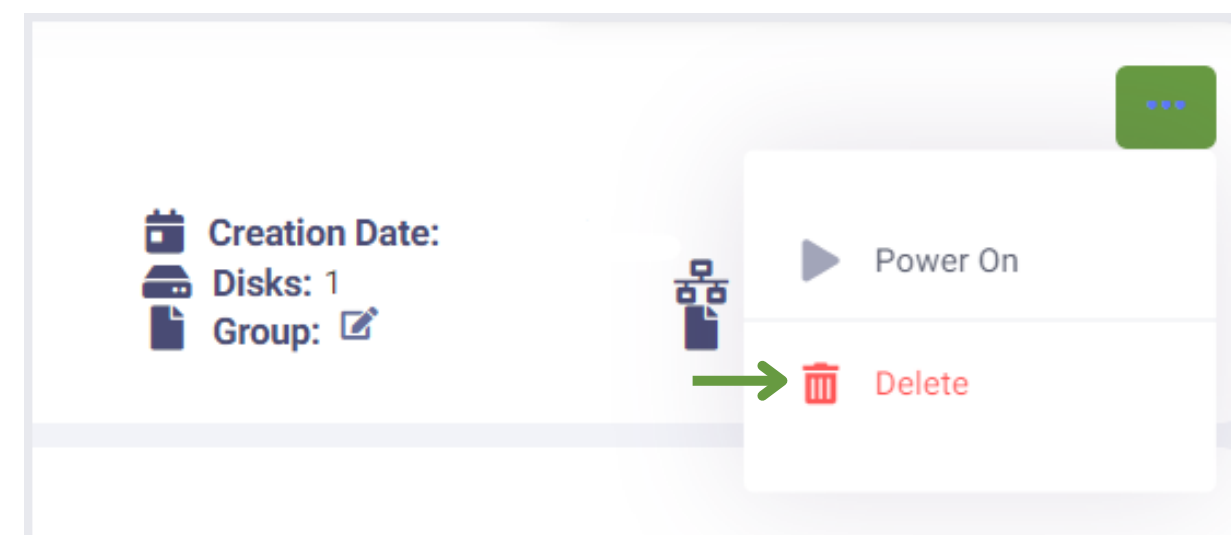
3-Organization

a. Virtual Machines:

8.2. Delete your machine

*Notes:




1. It is necessary to power off your machine before attempting to delete it.
2. You need to make sure that the VM you're trying to delete isn't a member of a firewall group.
3. Always copy the name of the item you are trying to delete to guarantee error-free operations.
4. You can't get your deleted virtual machine data (OS, hard disks,...) after 24 hour from the time of deletion.
5. You could always Recover your deleted virtual machine within 24 hour from the Recycle Bin.

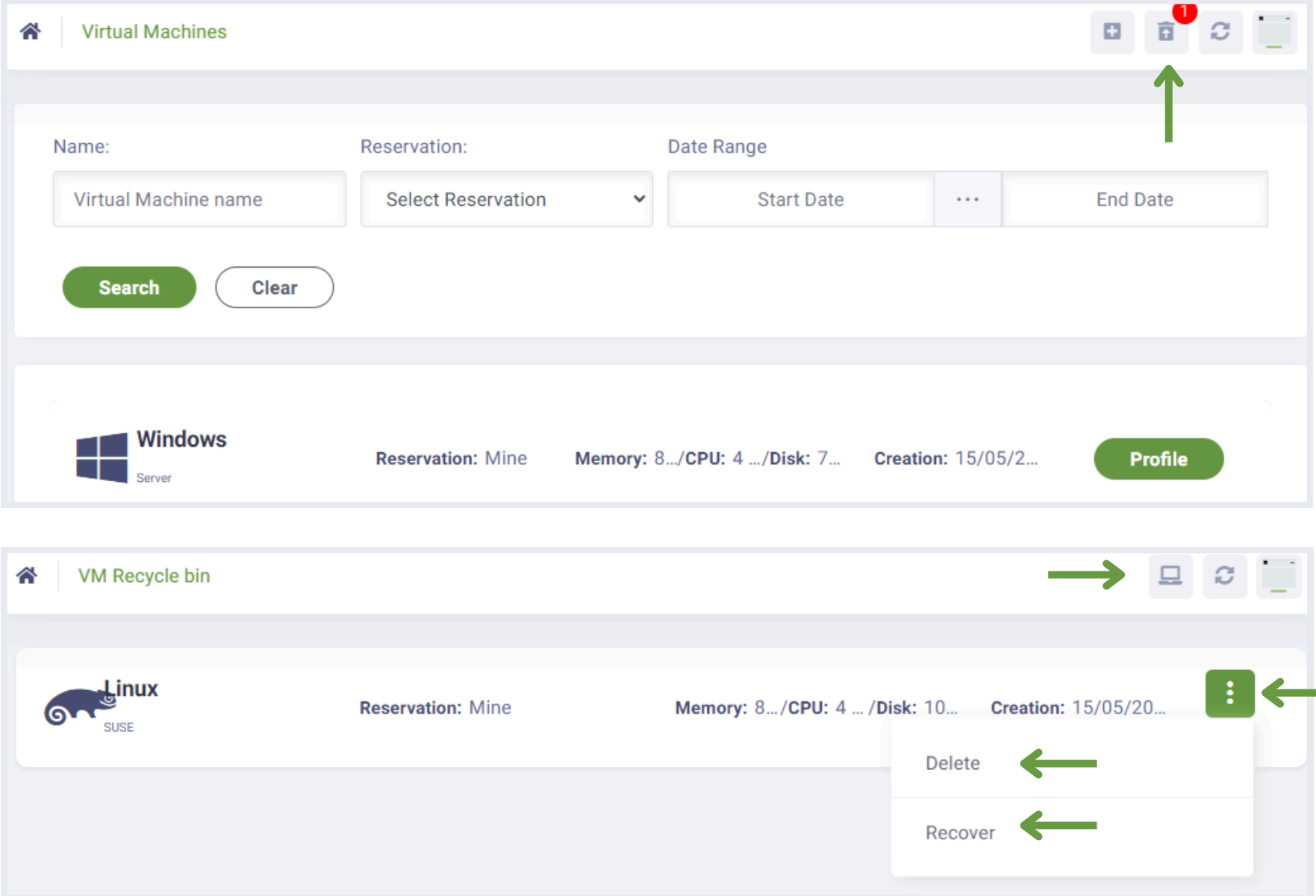


3-Organization

a. Virtual Machines:

9. Recover or Permanently **Delete** your Deleted items:

Go to **Virtual Machines**, then **click on** the  sign at the top-right corner to go to the **Recycle Bin**, then you will find your **deleted items**, you can then choose to either **Delete** or **Recover** the deleted items by clicking on the  sign and **choosing** the action you would like to perform. You can go **back** to the Virtual Machines tab by clicking on the  sign at the top-right corner.




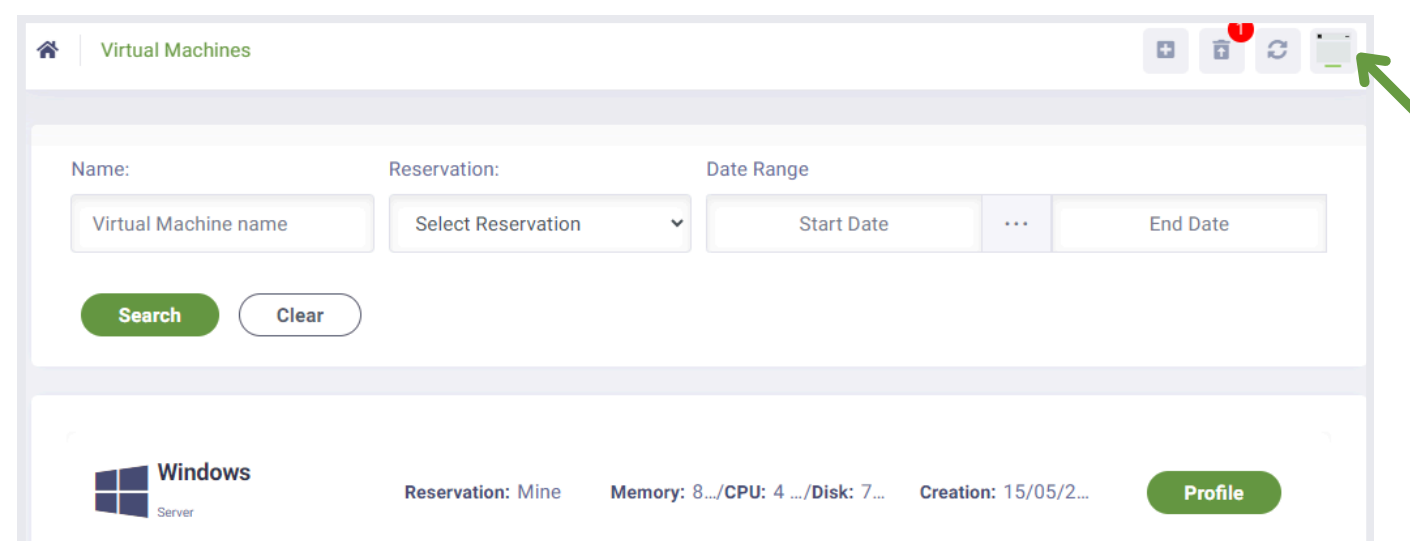
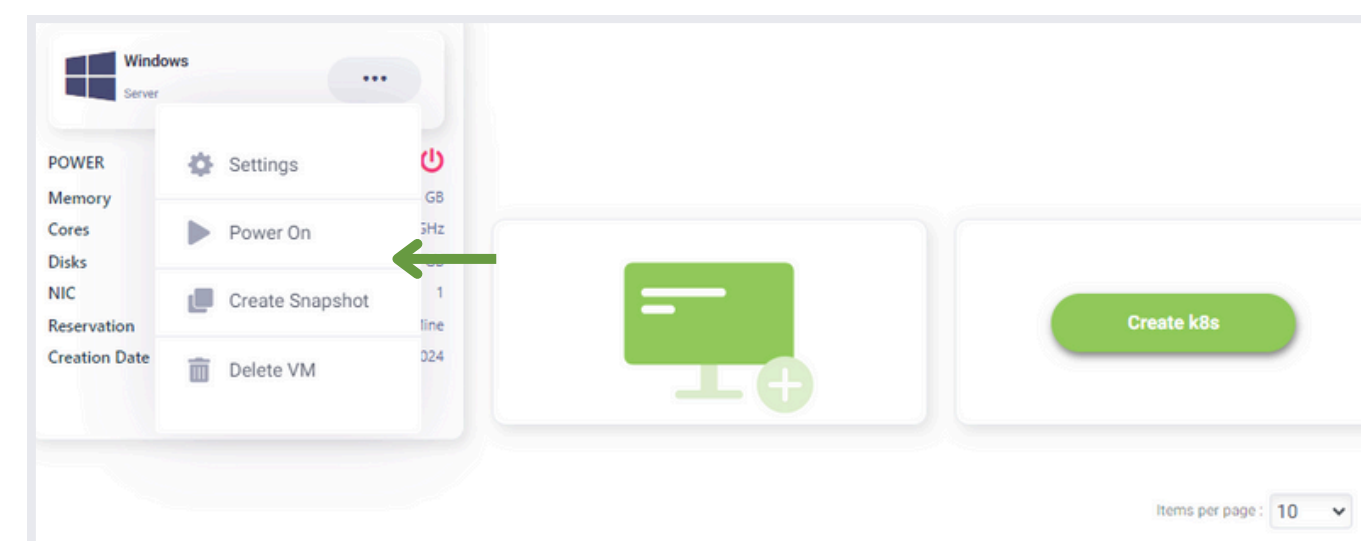
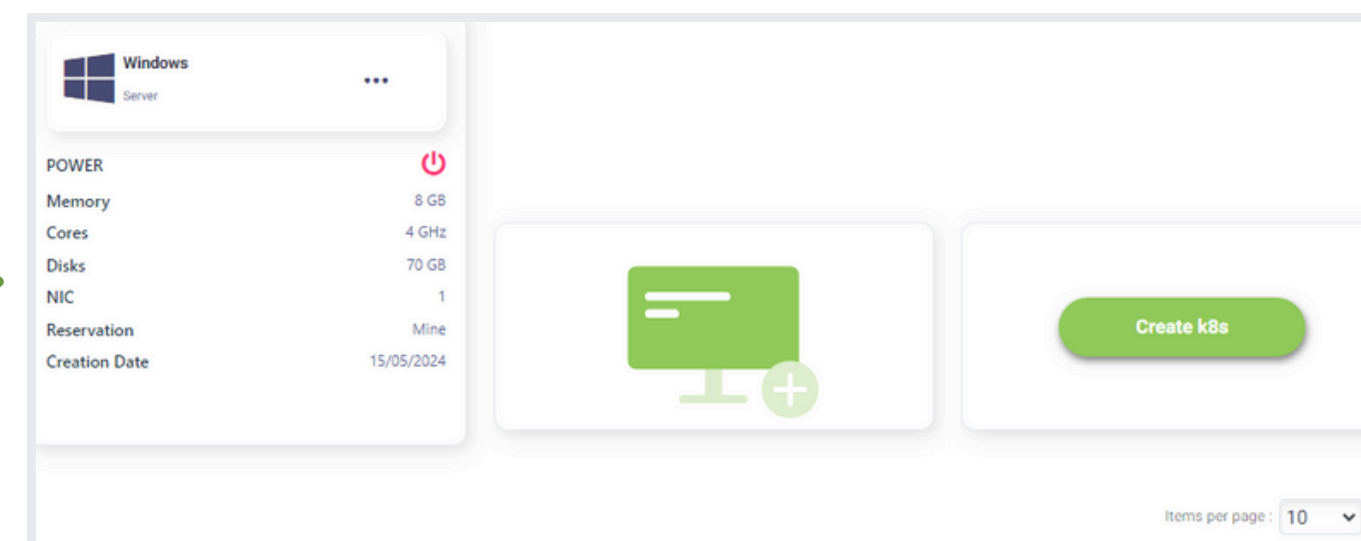
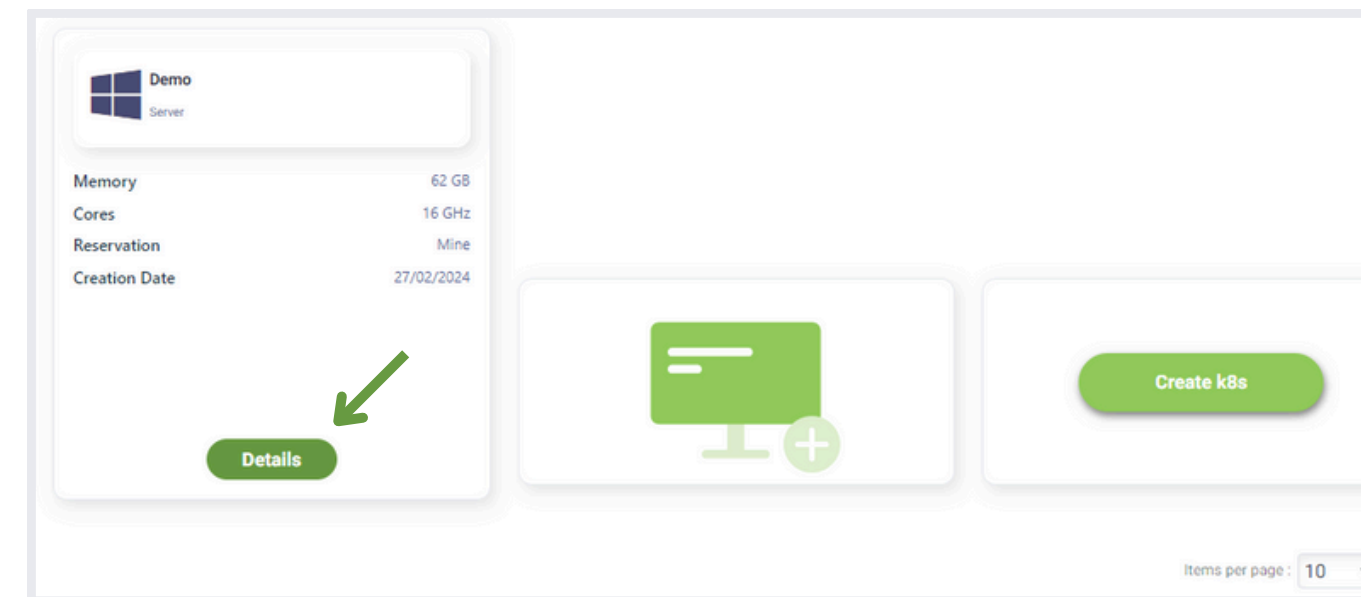
The screenshot displays the CloudEdge Virtual Machines management interface. The top navigation bar shows the 'Virtual Machines' tab with a trash icon (indicated by a red notification bubble and a green arrow) and a laptop icon. Below the navigation bar is a search and filter section with fields for 'Name', 'Reservation', and 'Date Range', along with 'Search' and 'Clear' buttons. The main content area shows a list of virtual machines. The first entry is a 'Windows Server' VM with details like 'Reservation: Mine', 'Memory: 8.../CPU: 4.../Disk: 7...', and 'Creation: 15/05/20...'. A 'Profile' button is visible next to it. The second entry is a 'Linux SUSE' VM with details like 'Reservation: Mine', 'Memory: 8.../CPU: 4.../Disk: 10...', and 'Creation: 15/05/20...'. A context menu is open over the Linux VM, showing 'Delete' and 'Recover' options, both indicated by green arrows. A green arrow also points to the laptop icon in the top navigation bar, indicating the 'back' action.

3-Organization

a. Virtual Machines:

10. Change View:

Go to **Virtual Machines**, then **click on the**  **sign** at the top-right corner to **Change View**. From this View, you can view the details of your VM by clicking on **“Details”**, from there you can **Power On/Off** your VM, Go to **Settings**, Create a **Snapshot** and **Delete** your VM, **Add** a **newVM** or **K8s**.

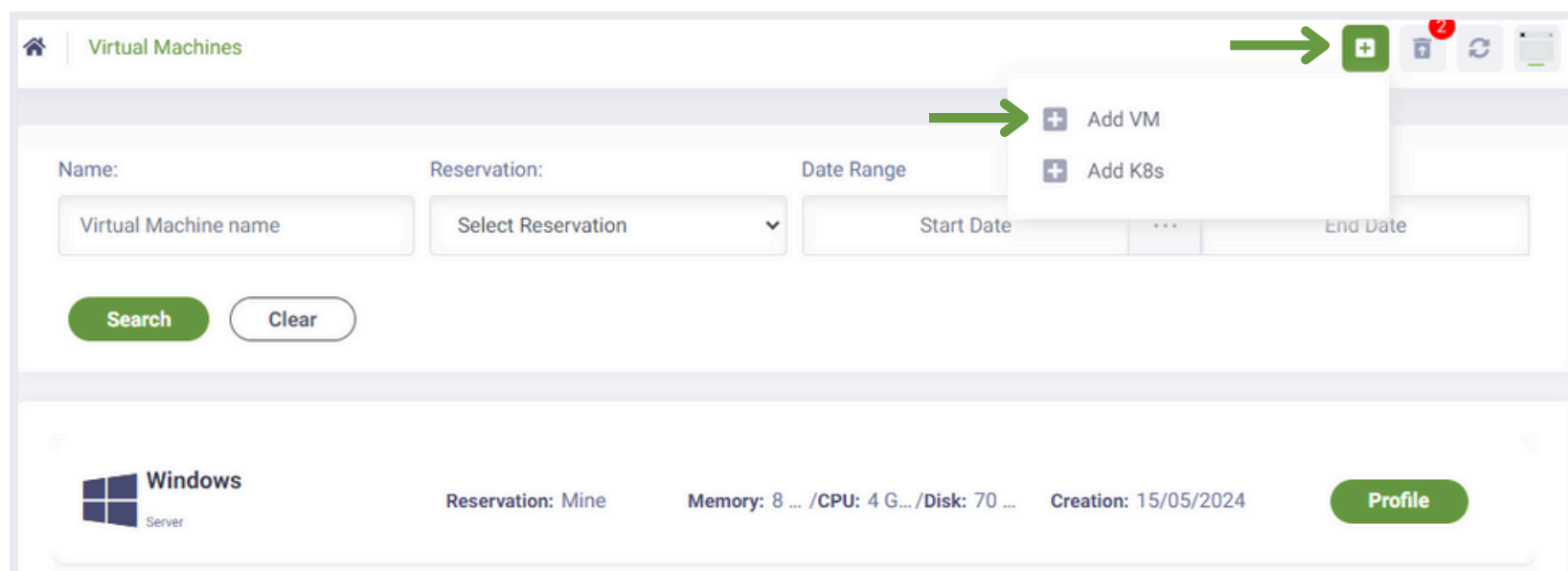


3-Organization

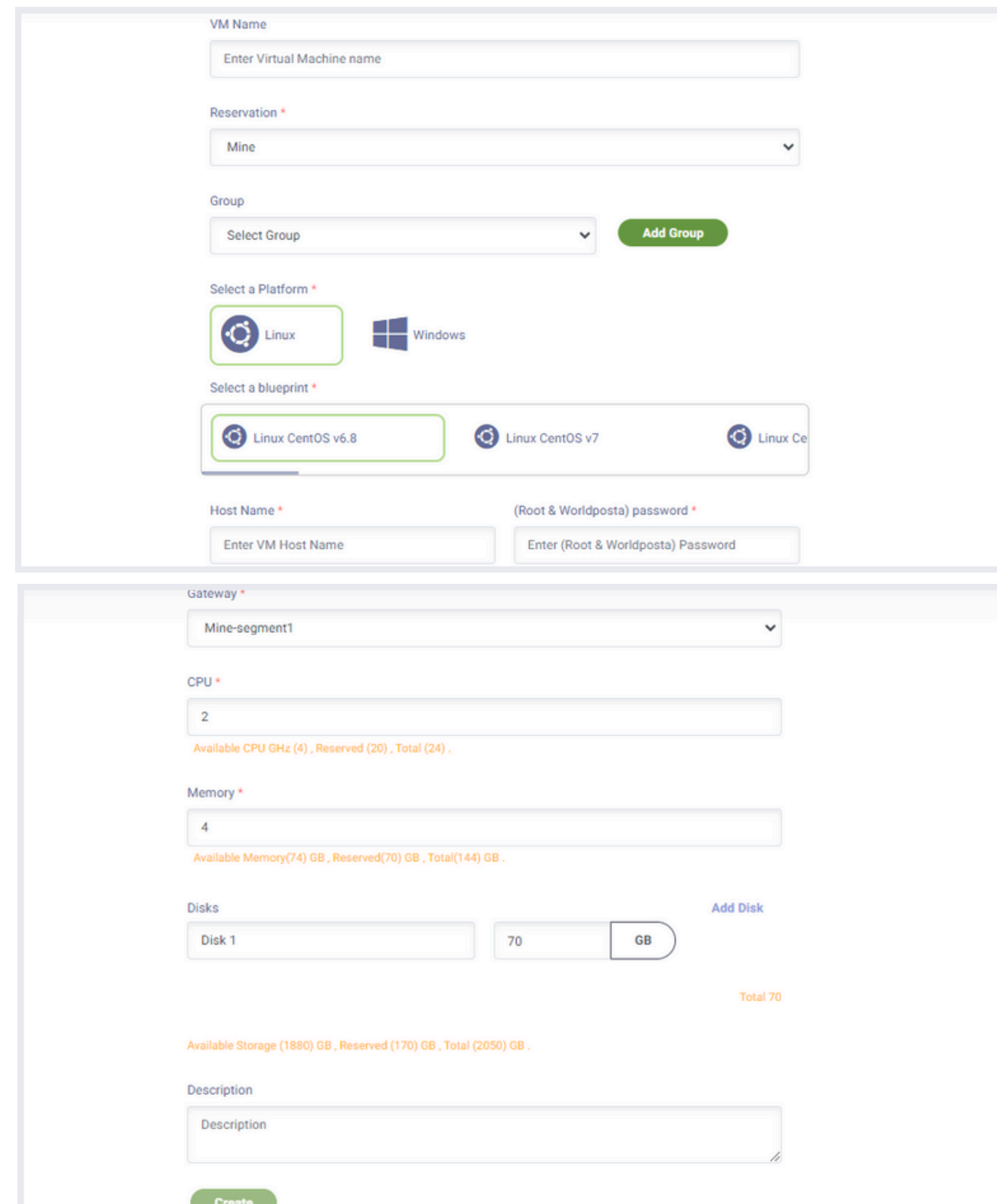
a. Virtual Machines:

11. Add a new VM:

Go to **Virtual Machines**, then click on the “+” sign at the top-right corner, then choose “**Add VM**”. You can now specify the new **Virtual Machine’s Name**, **Reservation**, **Group**, **Platform**, **Blueprint**, **Host Name** and **Password**, **Gateway**, **CPU**, **Memory**, **Storage**, and **Description**, then click on “**Create**”.



The screenshot shows the 'Virtual Machines' management page. At the top right, there is a green plus sign icon with a red notification badge, which is highlighted by a green arrow. Below this, there is a search bar with fields for 'Name', 'Reservation', and 'Date Range'. The 'Name' field contains 'Virtual Machine name'. Below the search bar, there is a 'Windows Server' card with details: 'Reservation: Mine', 'Memory: 8 ... /CPU: 4 G.../Disk: 70 ...', 'Creation: 15/05/2024', and a 'Profile' button. A green arrow points to the 'Add VM' button in the top right corner of the page.



The screenshot shows the 'Add VM' configuration form. It includes the following fields and options:

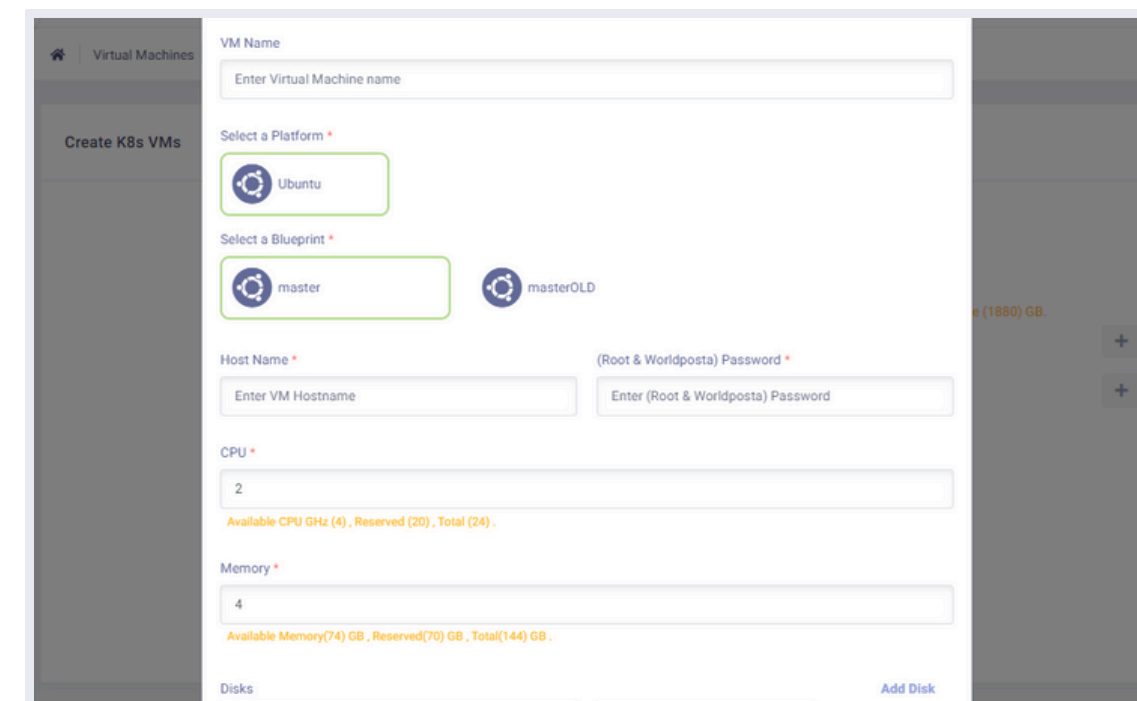
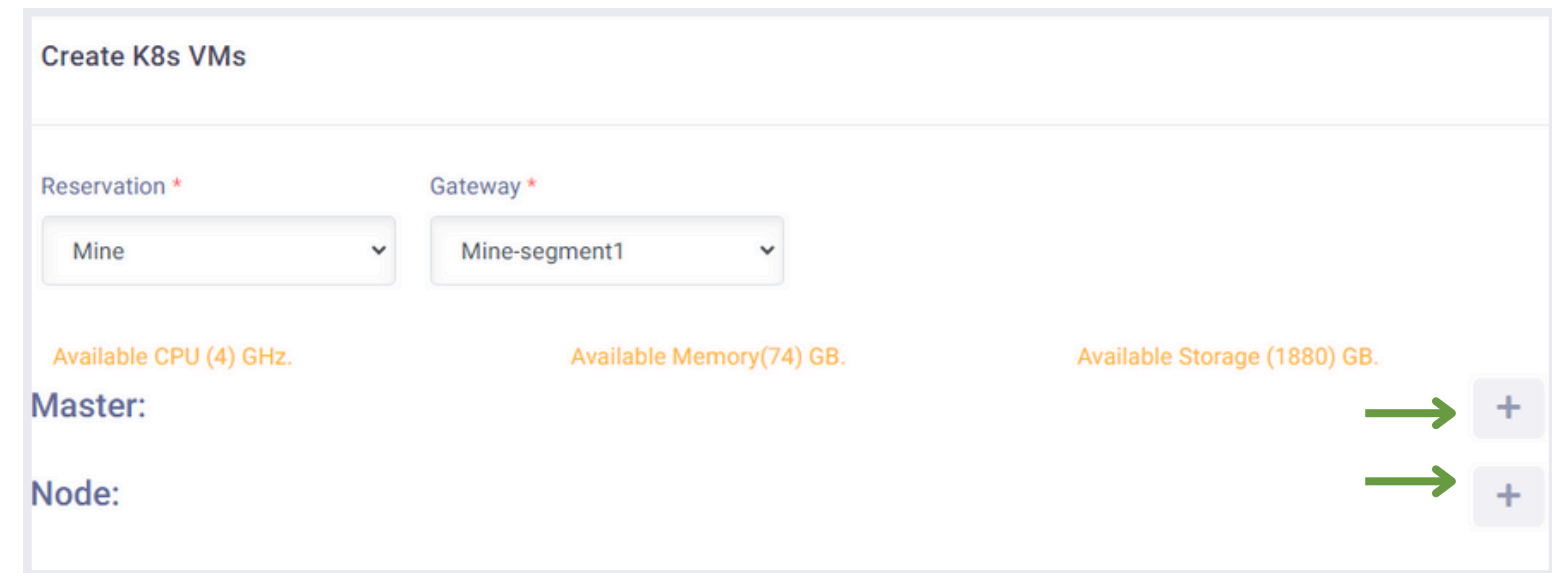
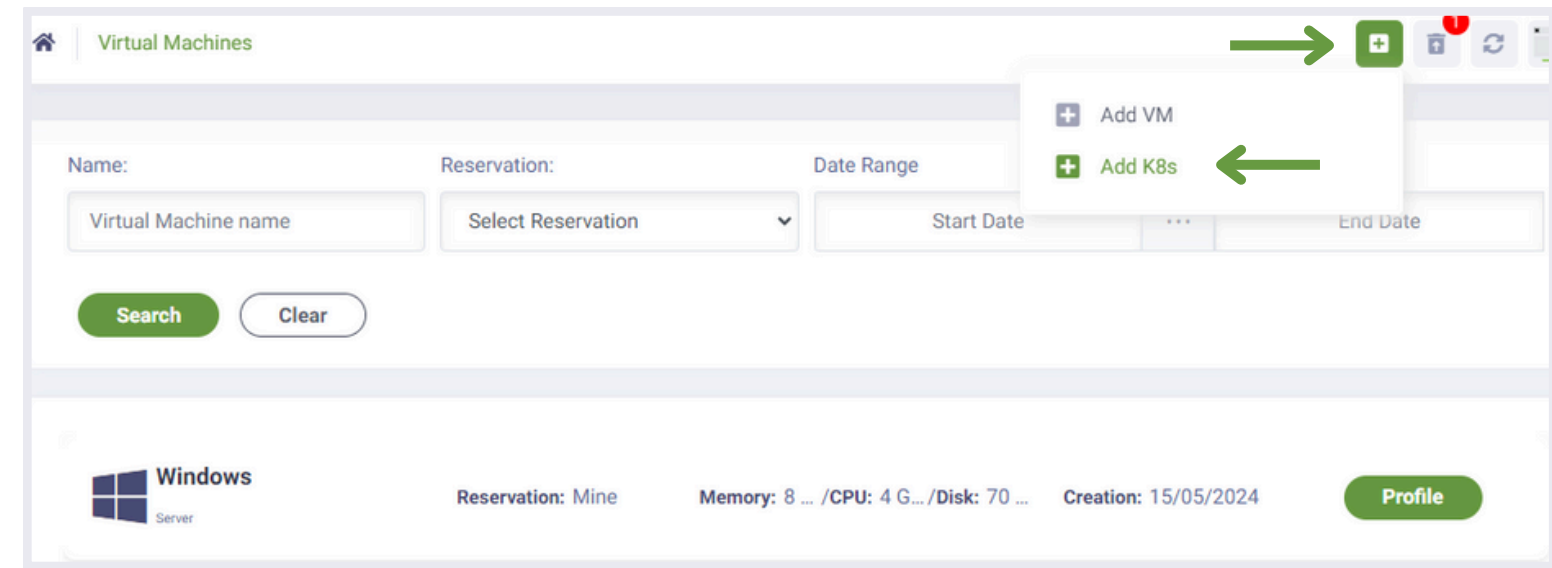
- VM Name:** Enter Virtual Machine name
- Reservation:** Mine
- Group:** Select Group (with an 'Add Group' button)
- Select a Platform:** Linux (selected), Windows
- Select a blueprint:** Linux CentOS v6.8 (selected), Linux CentOS v7, Linux Ce...
- Host Name:** Enter VM Host Name
- (Root & Worldposta) password:** Enter (Root & Worldposta) Password
- Gateway:** Mine-segment1
- CPU:** 2 (Available CPU GHz (4), Reserved (20), Total (24))
- Memory:** 4 (Available Memory(74) GB, Reserved(70) GB, Total(144) GB)
- Disks:** Disk 1 (70 GB) (Total 70) (Add Disk button)
- Available Storage:** (1880) GB, Reserved (170) GB, Total (2050) GB
- Description:** Description (with a 'Create' button at the bottom)

3-Organization

a. Virtual Machines:

12. Add K8s:

Go to **Virtual Machines**, then **click on** the “+” sign at the top-right corner, then choose “**Add K8s**”. You can now add new K8s to your account, where you can choose the **Reservation** and **Gateway** and specify the **Nodes/Master Nodes VM** by giving it a **Name**, Selecting the **Platform**, **Blueprint**, **Host Name** and **Password**, **CPU**, **Memory**, **Storage**, and **Description**. You can also specify the **Number of Nodes/Master Nodes VMs** you want to create all at once, then Click on “**Add**”.



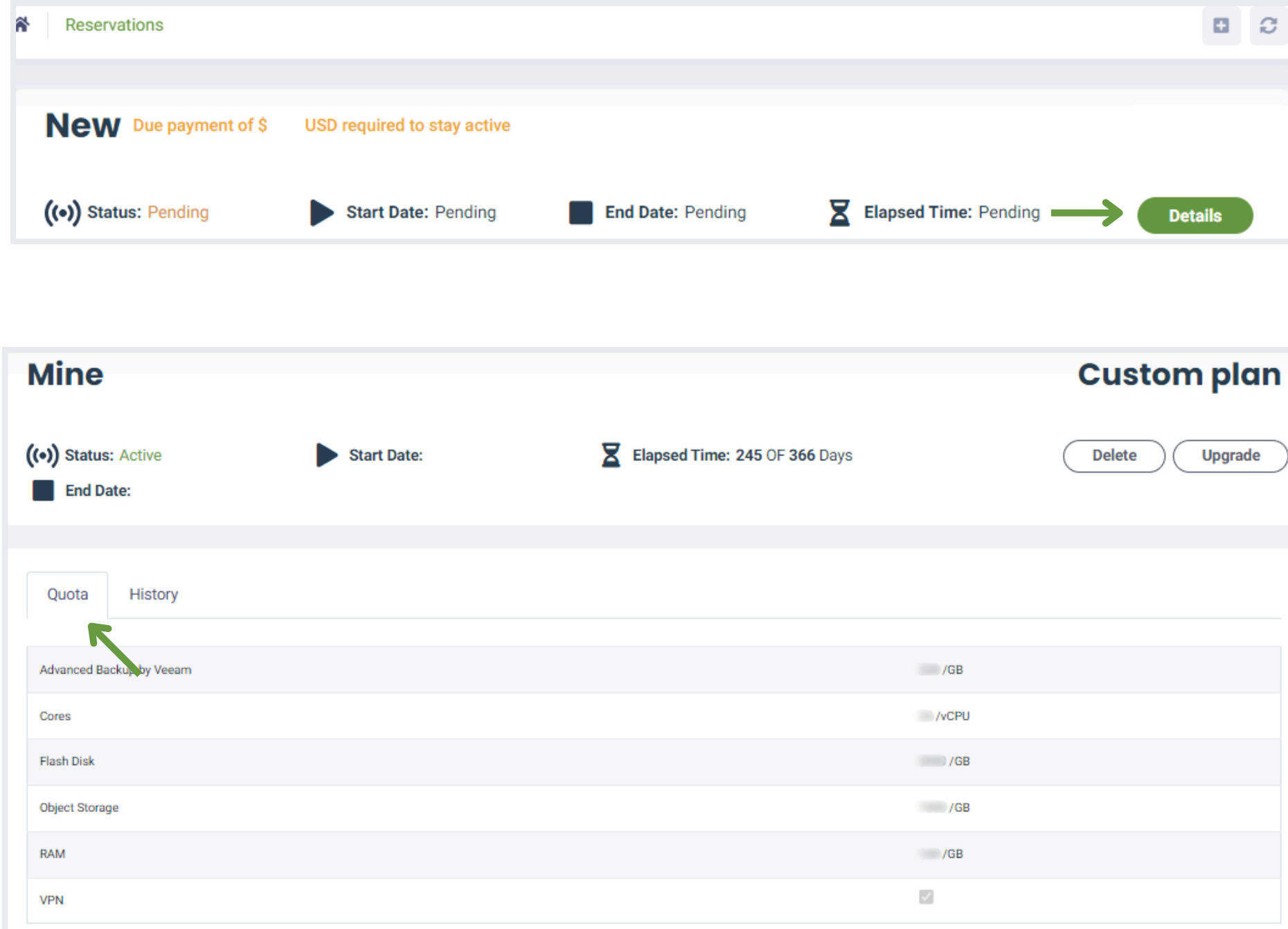
3-Organization

b. Reservations:

In this tab you can View, Upgrade or Delete your current reservations. You can also view the **Status**, **Start** and **End dates** and how much time you have left for this reservation under **Elapsed Time**.

1. Click on “**Details**” to view the reservation where you will find:

i. Your **Quota** details for this reservation, like your **VPN, RAM, Flash Disk**, and **No. of Cores**.



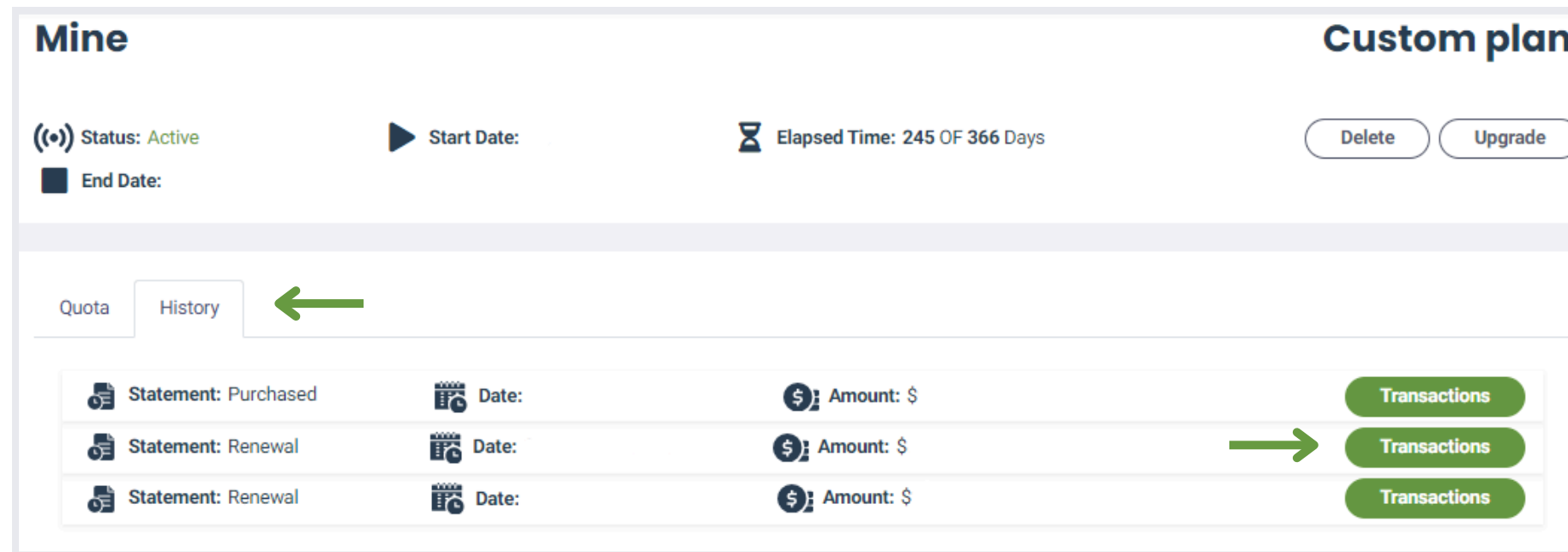
The screenshot displays the CloudEdge Reservations interface. At the top, there is a 'Reservations' header with a home icon and refresh button. Below this, a 'New' reservation is shown with a status of 'Pending'. The reservation details include: 'Due payment of \$', 'USD required to stay active', 'Status: Pending', 'Start Date: Pending', 'End Date: Pending', and 'Elapsed Time: Pending'. A green arrow points to a 'Details' button. Below the reservation details, the 'Mine' section is visible, showing a 'Custom plan' with a status of 'Active'. The 'Elapsed Time' is 245 OF 366 Days. There are 'Delete' and 'Upgrade' buttons. The 'Quota' tab is selected, showing a table of resource usage:

Resource	Usage
Advanced Backup by Veeam	/GB
Cores	/vCPU
Flash Disk	/GB
Object Storage	/GB
RAM	/GB
VPN	<input checked="" type="checkbox"/>

3-Organization

b. Reservations:

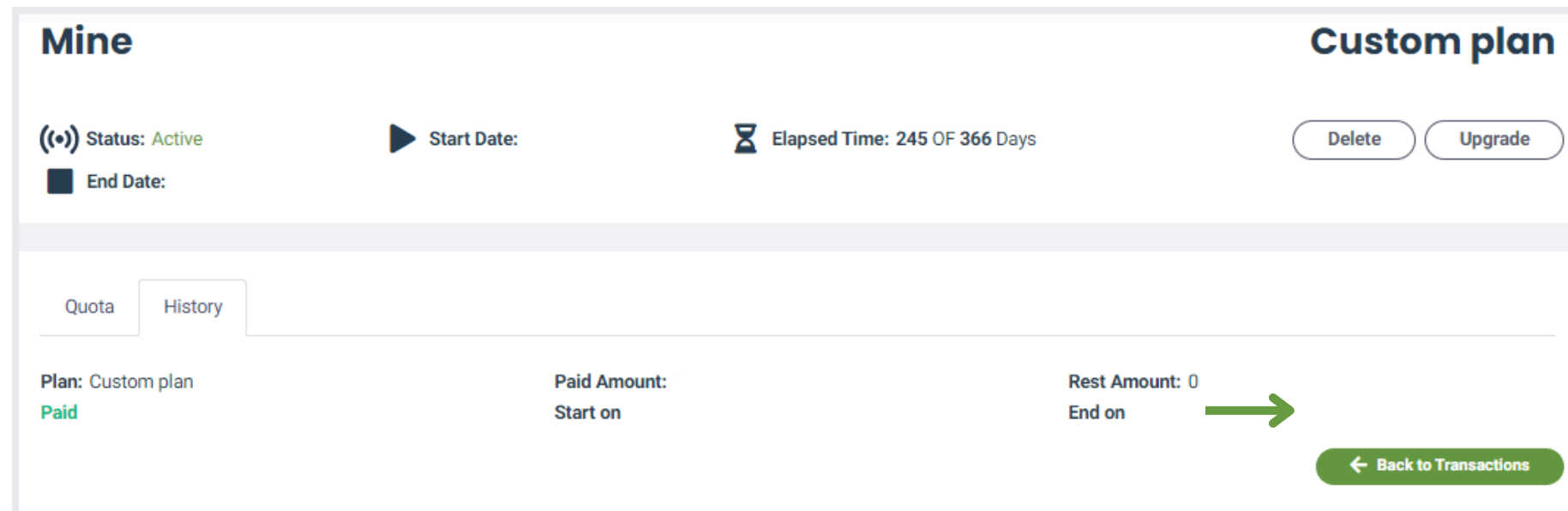
1. ii. **Your Transactions history:** Click on “Transactions” to view the **Transaction details**, you can then go **back to Transactions** when you click on “**Back To Transactions**”.



The screenshot shows the 'Mine' page for a 'Custom plan'. At the top, it displays 'Status: Active', 'Start Date', 'End Date', and 'Elapsed Time: 245 OF 366 Days'. There are 'Delete' and 'Upgrade' buttons. Below this, there are two tabs: 'Quota' and 'History', with a green arrow pointing to the 'History' tab. A table lists three transactions:

Statement	Date	Amount	Action
Purchased		\$	Transactions
Renewal		\$	Transactions
Renewal		\$	Transactions

Green arrows point to the 'History' tab and the 'Transactions' buttons.



The screenshot shows the 'Mine' page for a 'Custom plan'. It displays 'Status: Active', 'Start Date', 'End Date', and 'Elapsed Time: 245 OF 366 Days'. There are 'Delete' and 'Upgrade' buttons. Below this, there are two tabs: 'Quota' and 'History'. The main content area shows:

Plan: Custom plan
Paid Amount: Start on
Rest Amount: 0 End on

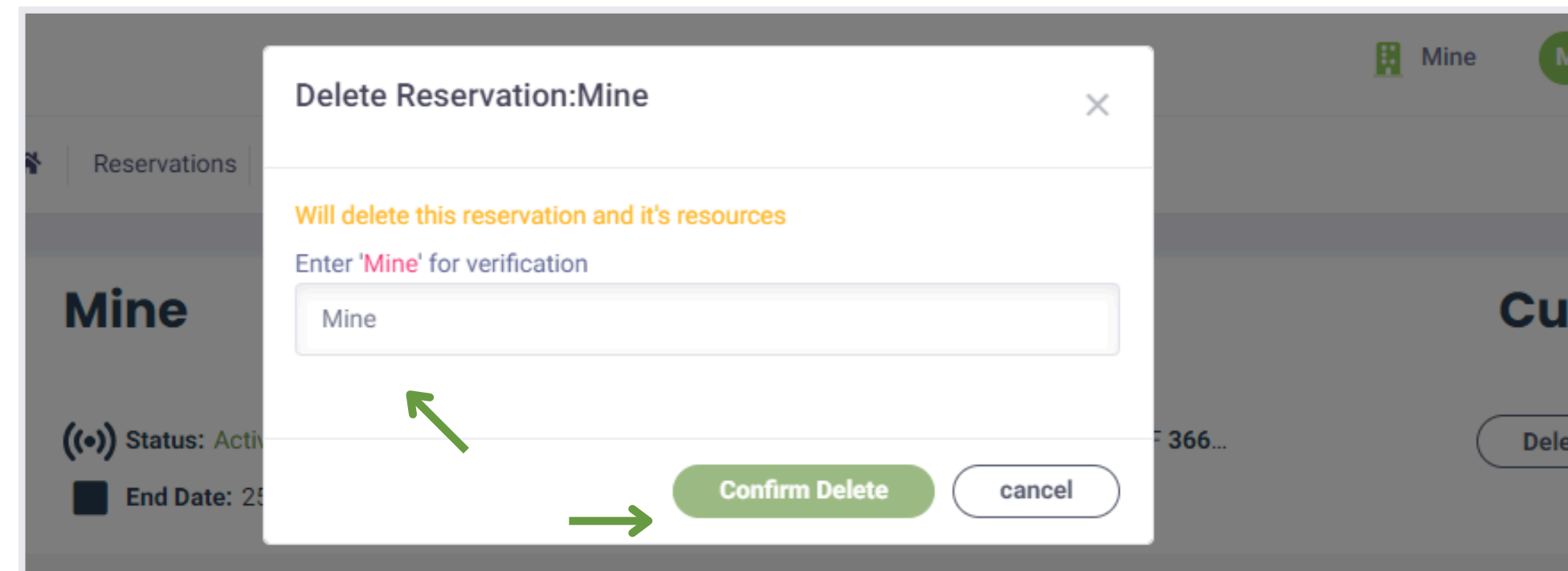
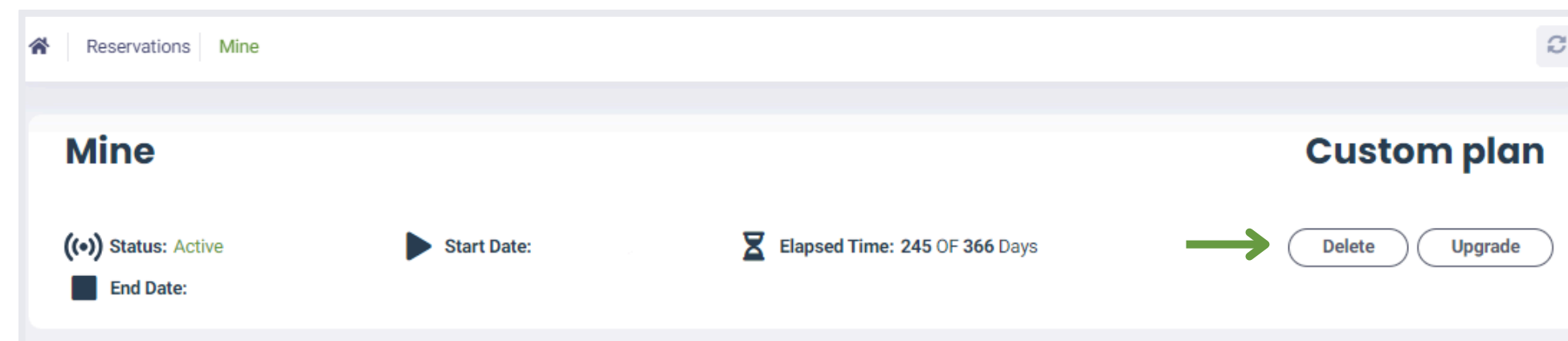
A green arrow points to the 'Rest Amount' field, and another green arrow points to a 'Back to Transactions' button.

3-Organization

b. Reservations:

1. iii. Delete this Reservation along with its Resources: click on **"Delete"**, then **Copy & Paste the Name** of the **Reservation** then click on **"Confirm Delete"**.

****Always copy the name of the item you are trying to delete to guarantee error-free operations.****



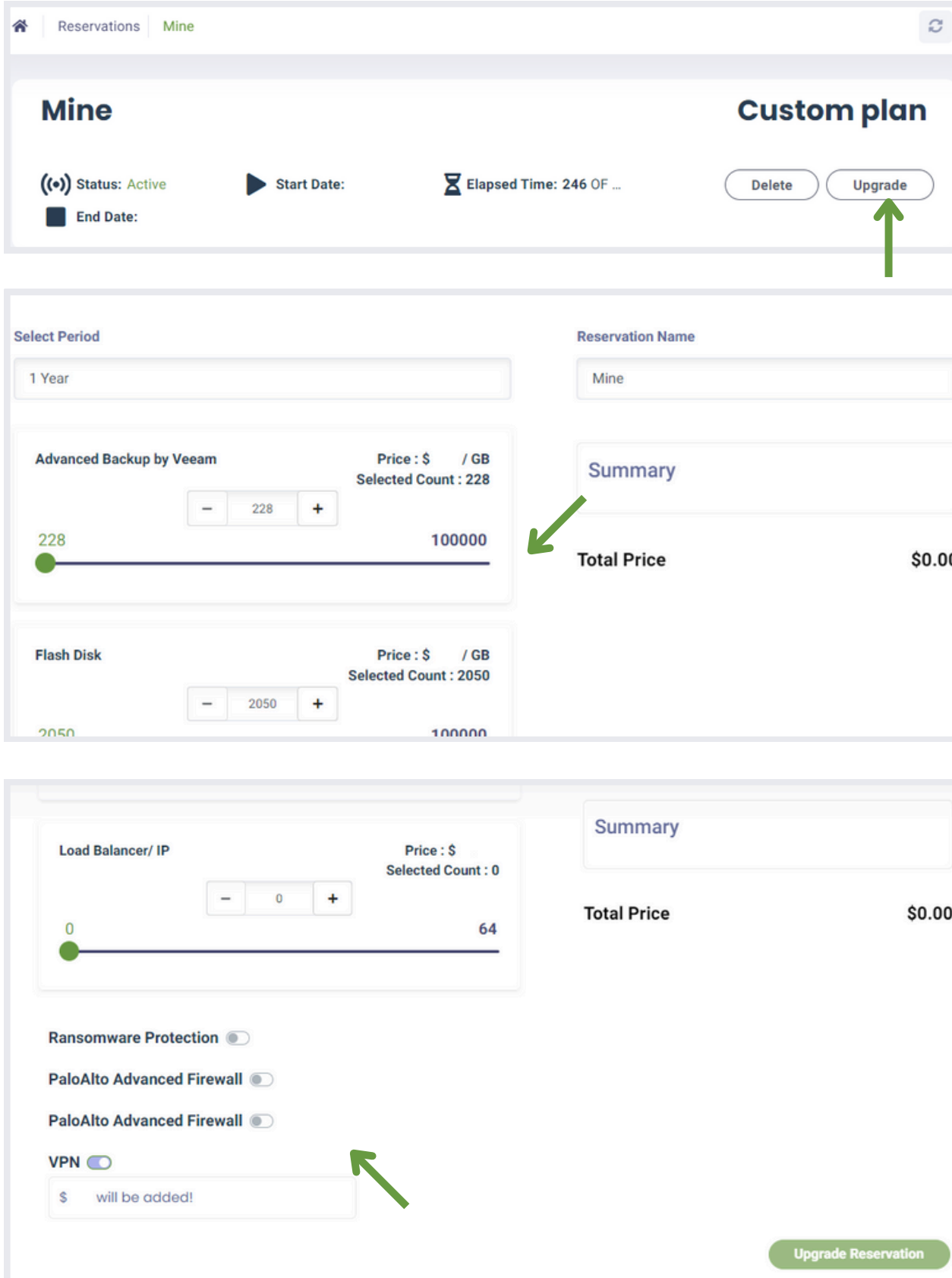
3-Organization

b. Reservations:

1. iv. Upgrade your reservation where you can:

i. Modify the **Subscription Period, Reservation Name, Flash Disk, Backup, RAM, Cores, Windows And Linux Licenses, Trend Micro Deep Security, Cortex XDR Endpoint Protection, Public Ips, and Load Balancers.**

ii. You can also **Enable/Disable Ransomware Protection, PaloAlto Advanced Firewall and VPN,** then **click on “Upgrade Reservation”.**



The screenshot shows the 'Mine' reservation page in the CloudEdge interface. At the top, there are navigation tabs for 'Reservations' and 'Mine', and a 'Custom plan' label. Below this, there are fields for 'Status: Active', 'Start Date', 'End Date', and 'Elapsed Time: 246 OF ...'. There are 'Delete' and 'Upgrade' buttons, with a green arrow pointing to the 'Upgrade' button.

The main configuration area is divided into several sections:

- Select Period:** A dropdown menu currently set to '1 Year'.
- Reservation Name:** A text input field containing 'Mine'.
- Advanced Backup by Veeam:** A slider control showing a selected count of 228, with a price of \$100,000 per GB.
- Flash Disk:** A slider control showing a selected count of 2050, with a price of \$100,000 per GB.
- Load Balancer/ IP:** A slider control showing a selected count of 0, with a price of \$64.
- Summary:** A box showing 'Total Price' as '\$0.00'.
- Optional Services:** A list of services with toggle switches:
 - Ransomware Protection (disabled)
 - PaloAlto Advanced Firewall (disabled)
 - PaloAlto Advanced Firewall (disabled)
 - VPN (disabled)
 A green arrow points to the 'VPN' toggle switch. Below the VPN toggle is a text box containing '\$ will be added!'.

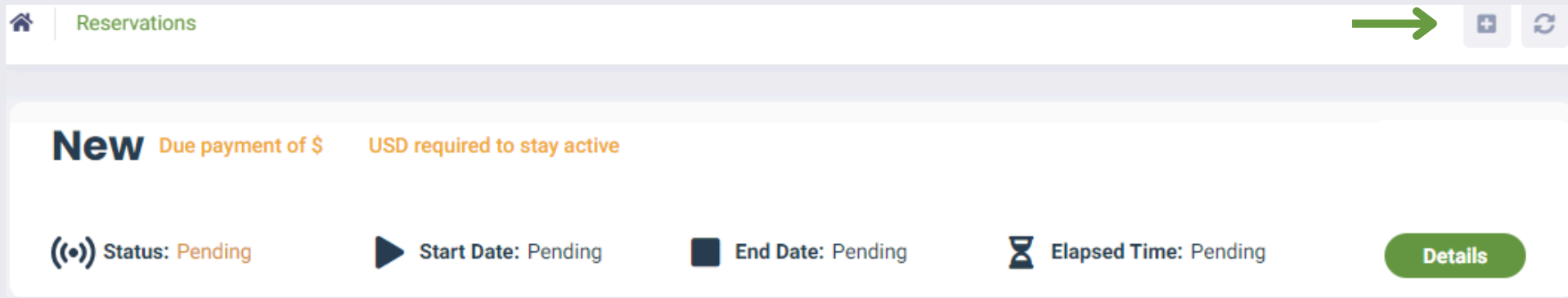
At the bottom right, there is a green 'Upgrade Reservation' button.

3-Organization

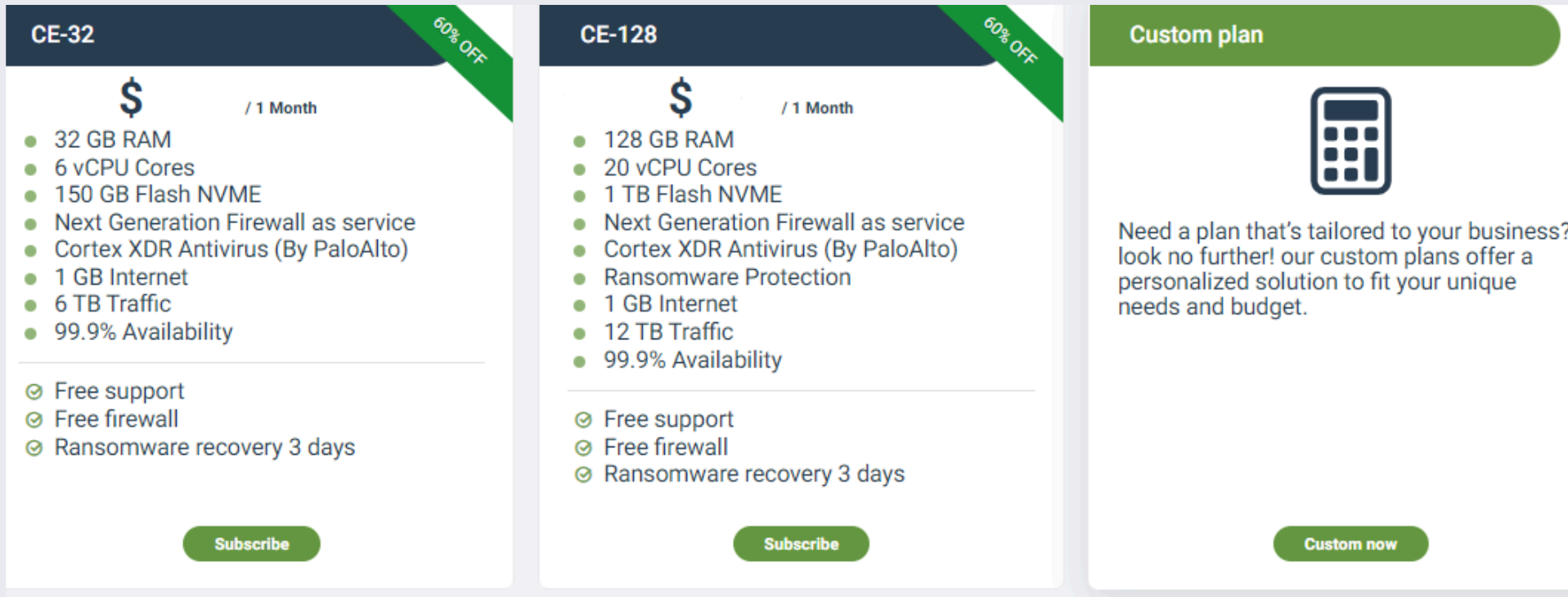
b. Reservations:

1. v. Add a new reservation :

To create a new Reservation, go to the **Reservations** section and click the “+” sign in the top-right corner. Here, you'll discover available plans to subscribe to, including **pre-configured reservations** or the option **to customize your own**.



The screenshot shows the top section of the Reservations page. It includes a breadcrumb trail 'Reservations' with a home icon and a refresh icon. A green arrow points to a '+' icon in the top right corner. Below this is a 'New' section with a warning: 'Due payment of \$ USD required to stay active'. A status bar shows 'Status: Pending', 'Start Date: Pending', 'End Date: Pending', and 'Elapsed Time: Pending', with a 'Details' button on the right.



The screenshot displays three reservation plan cards. The first two are pre-configured plans, CE-32 and CE-128, both offering a 60% discount. CE-32 includes 32 GB RAM, 6 vCPU Cores, 150 GB Flash NVME, Next Generation Firewall as service, Cortex XDR Antivirus (By PaloAlto), 1 GB Internet, 6 TB Traffic, and 99.9% Availability. CE-128 includes 128 GB RAM, 20 vCPU Cores, 1 TB Flash NVME, Next Generation Firewall as service, Cortex XDR Antivirus (By PaloAlto), Ransomware Protection, 1 GB Internet, 12 TB Traffic, and 99.9% Availability. Both plans also offer free support, free firewall, and ransomware recovery within 3 days. The third card is a 'Custom plan' with a calculator icon and text: 'Need a plan that's tailored to your business? look no further! our custom plans offer a personalized solution to fit your unique needs and budget.' Each card has a 'Subscribe' or 'Custom now' button.

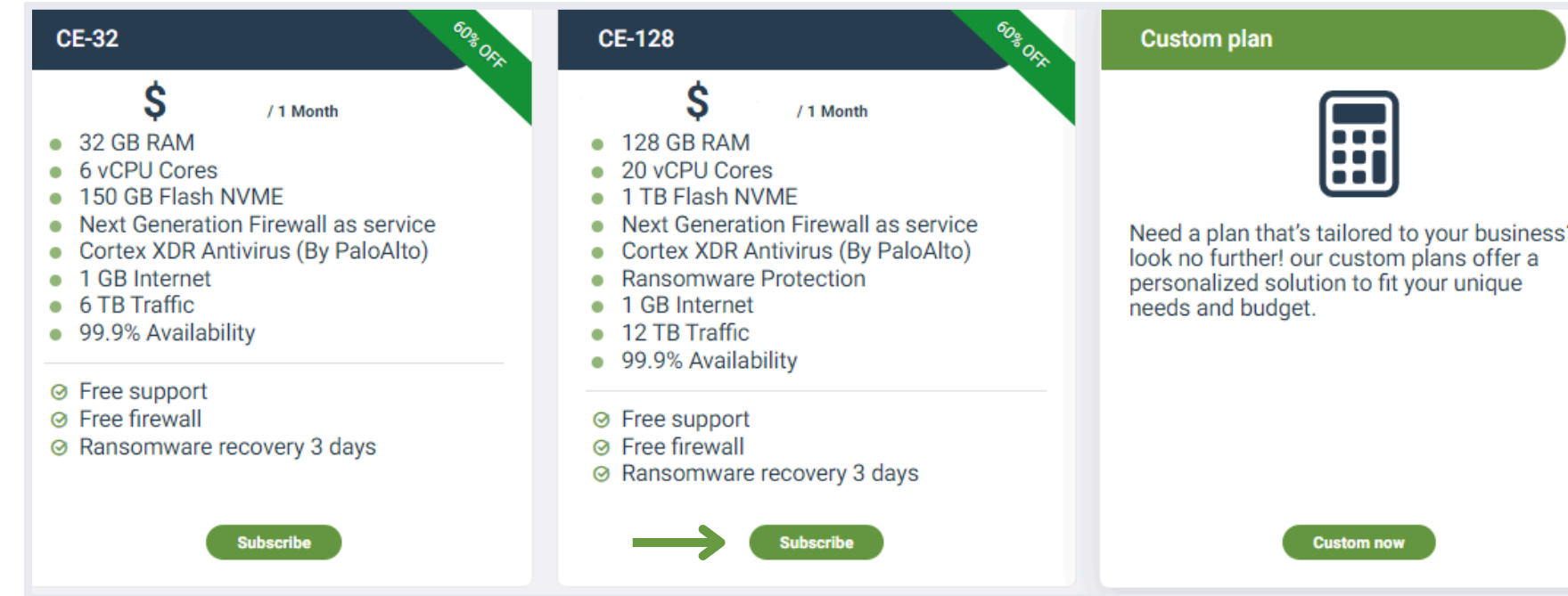
3-Organization

b. Reservations:

1.v. Add a new reservation :

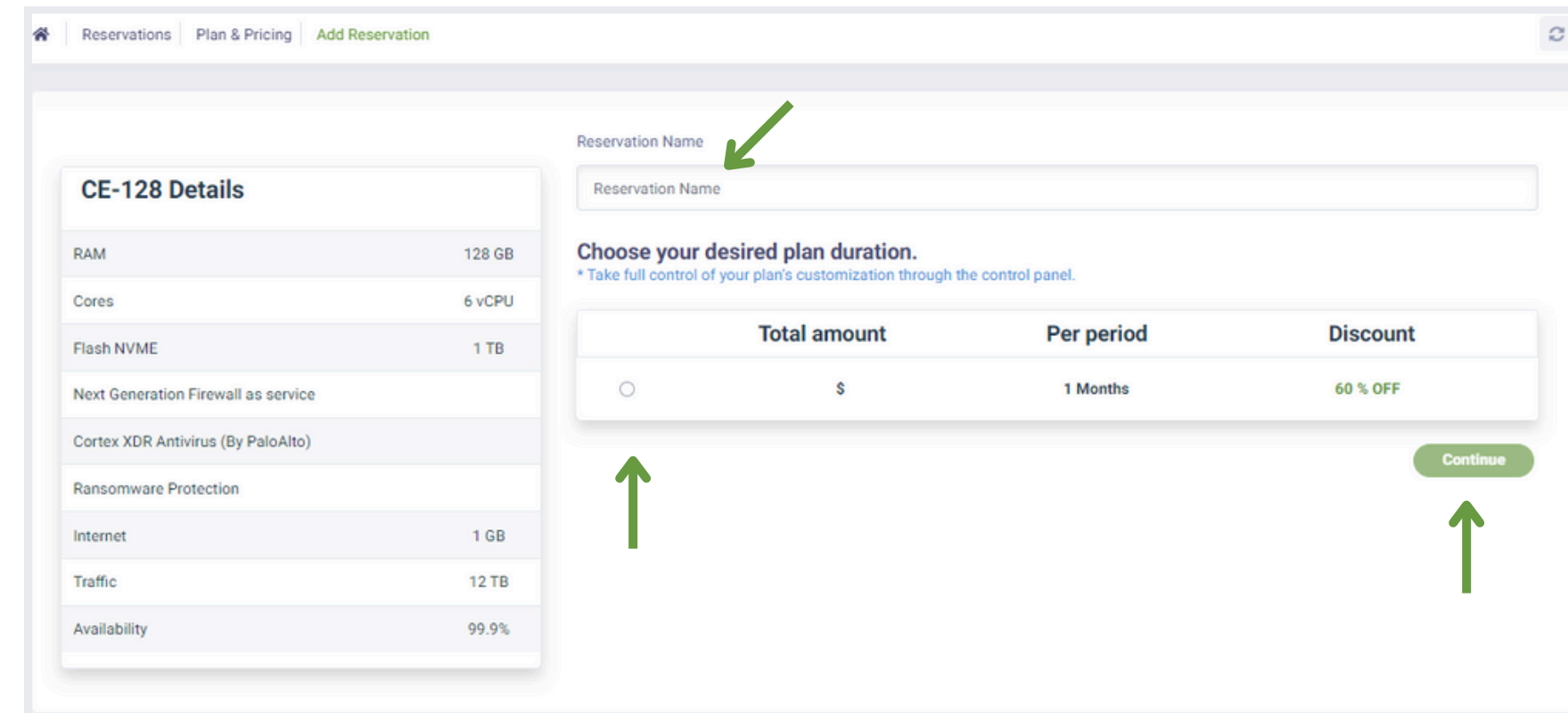
Click on **“Subscribe”** on the Reservation you’d like to subscribe to, then fill out the Name of the new Reservation and click the button to select your desired plan. Finally, click **“Continue”** to proceed.

**** For the Custom plan, you will follow the same steps but after customizing your plan you will click on “Request reservation”.**



The screenshot shows three reservation options:

- CE-32** (60% OFF): 32 GB RAM, 6 vCPU Cores, 150 GB Flash NVME, Next Generation Firewall as service, Cortex XDR Antivirus (By PaloAlto), 1 GB Internet, 6 TB Traffic, 99.9% Availability. Includes Free support, Free firewall, and Ransomware recovery 3 days. **Subscribe** button.
- CE-128** (60% OFF): 128 GB RAM, 20 vCPU Cores, 1 TB Flash NVME, Next Generation Firewall as service, Cortex XDR Antivirus (By PaloAlto), Ransomware Protection, 1 GB Internet, 12 TB Traffic, 99.9% Availability. Includes Free support, Free firewall, and Ransomware recovery 3 days. **Subscribe** button.
- Custom plan**: Need a plan that’s tailored to your business? look no further! our custom plans offer a personalized solution to fit your unique needs and budget. **Custom now** button.



The screenshot shows the reservation configuration form with the following fields and options:

- Reservation Name**: A text input field with a green arrow pointing to it.
- CE-128 Details**: A table showing plan specifications:

RAM	128 GB
Cores	6 vCPU
Flash NVME	1 TB
Next Generation Firewall as service	
Cortex XDR Antivirus (By PaloAlto)	
Ransomware Protection	
Internet	1 GB
Traffic	12 TB
Availability	99.9%
- Choose your desired plan duration.**: A section with a sub-note: * Take full control of your plan's customization through the control panel.
- Summary Table**:

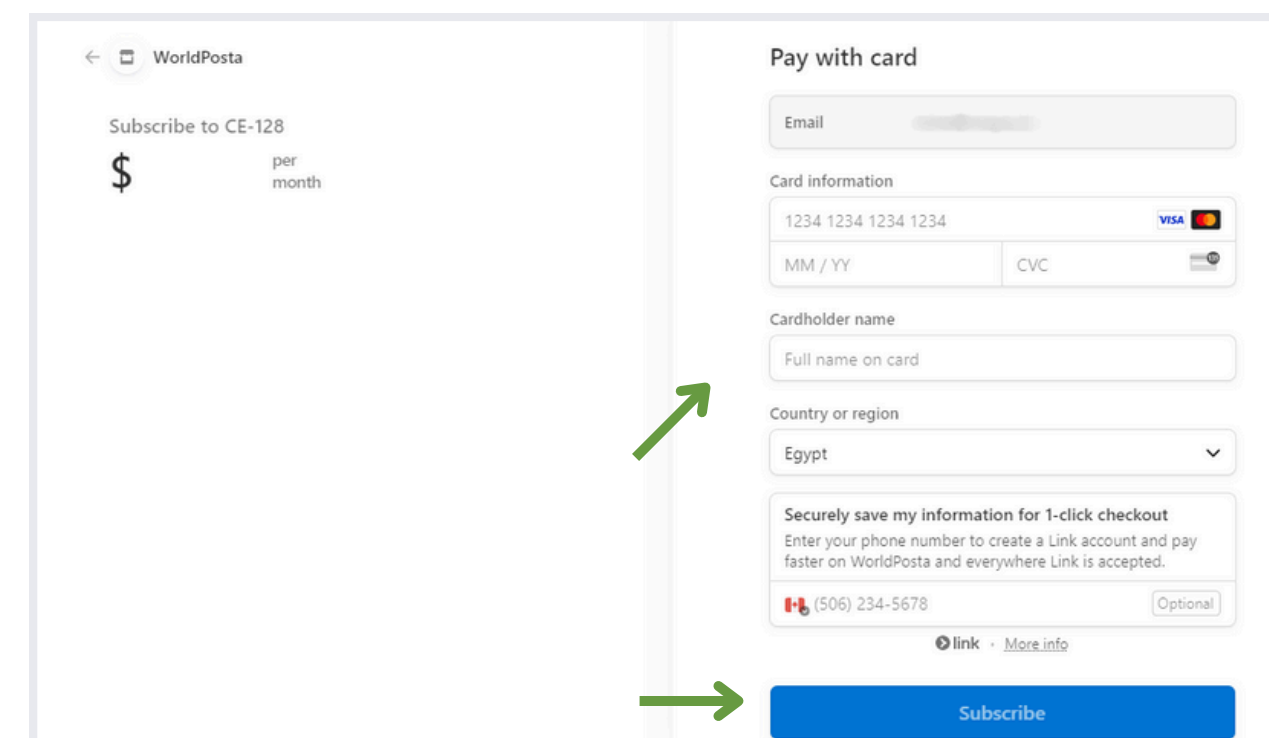
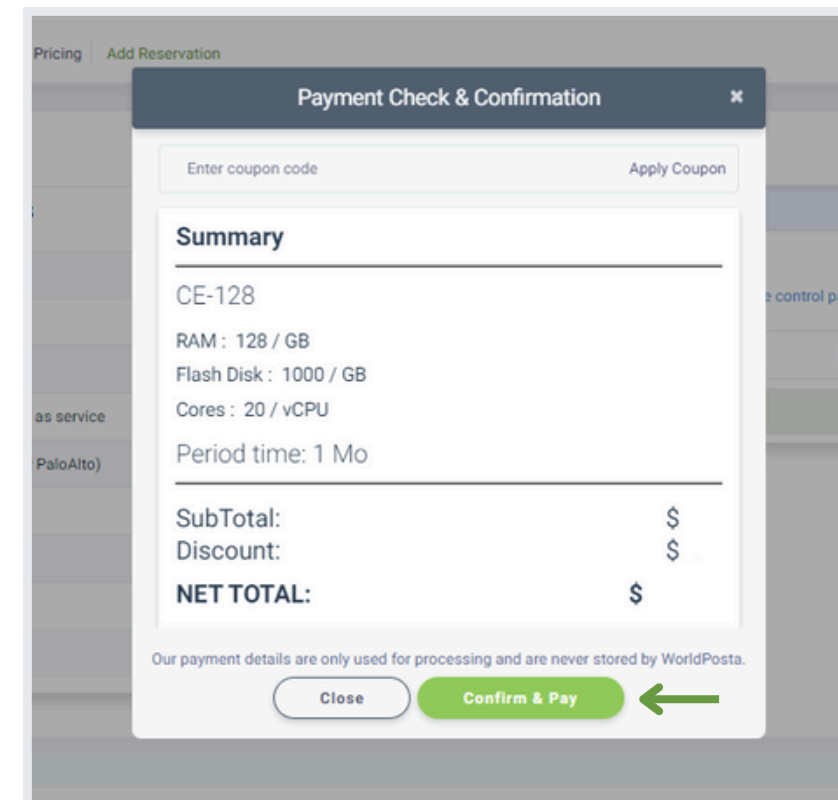
	Total amount	Per period	Discount
<input type="radio"/>	\$	1 Months	60 % OFF
- Continue**: A green button at the bottom right with a green arrow pointing to it.

3-Organization

b. Reservations:

1.v. Add a new reservation :

After clicking "**Continue**," you'll review your payment details and confirm the subscription. Then, select "**Confirm & Pay**" to proceed to the payment page where you can enter your card information. Finally, click "**Subscribe**" to complete the payment process.

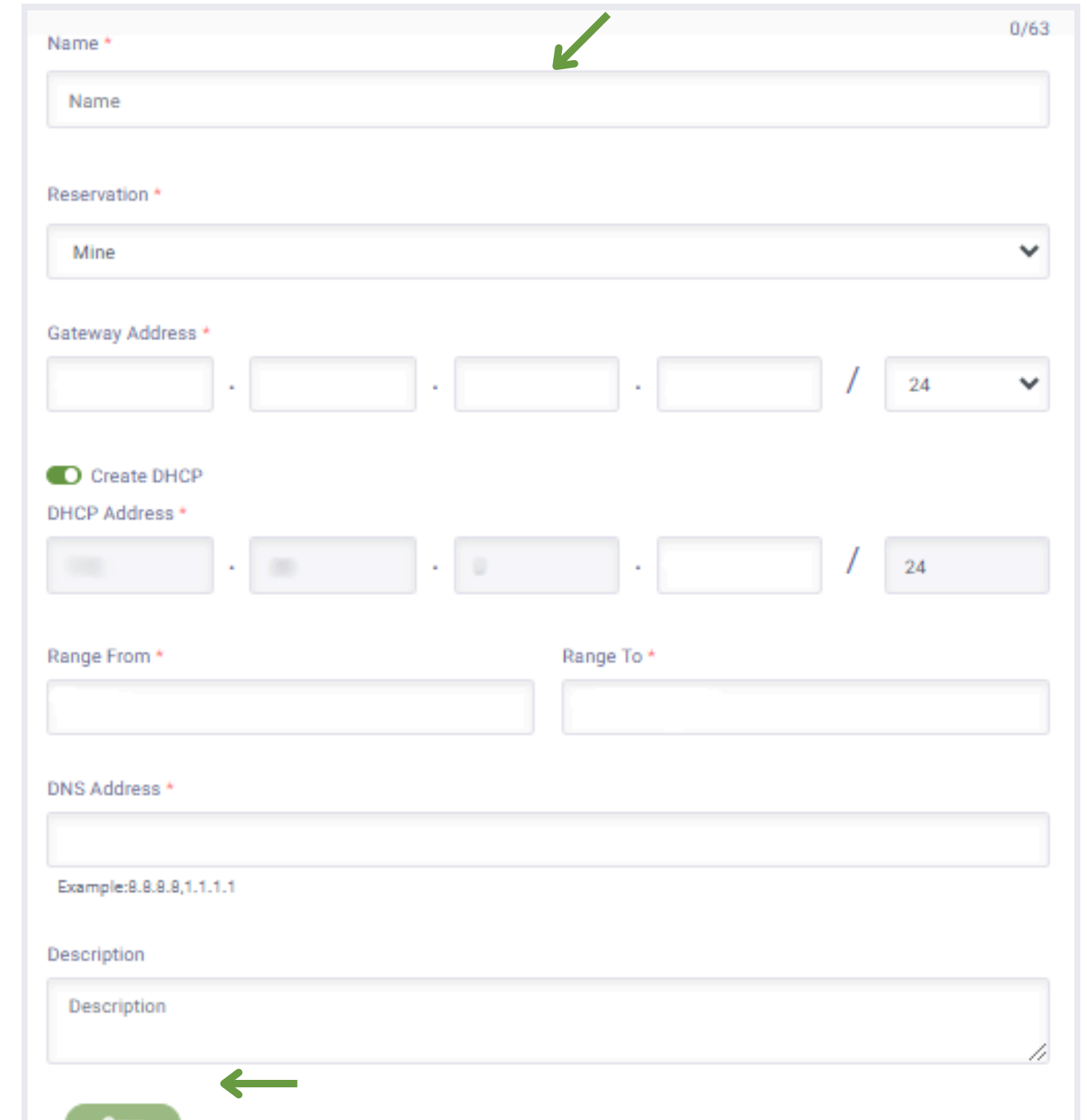
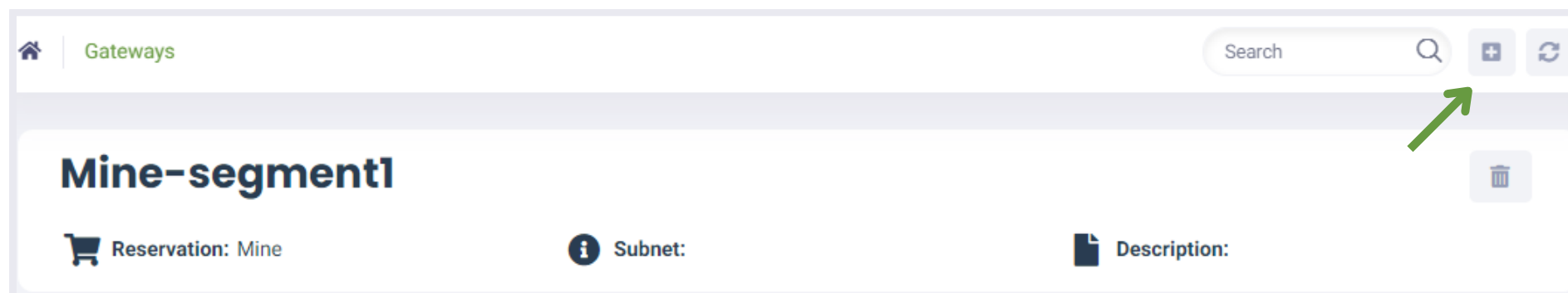


3-Organization

c. Gateways:


In this tab you can **View**, **Search** for, **Delete** and **Add** your **Gateways** for your reservations.

i. Add a new Gateway by clicking on the “+” sign at the top-right corner, then fill out the data to create the new gateway and click on “**Save**”.

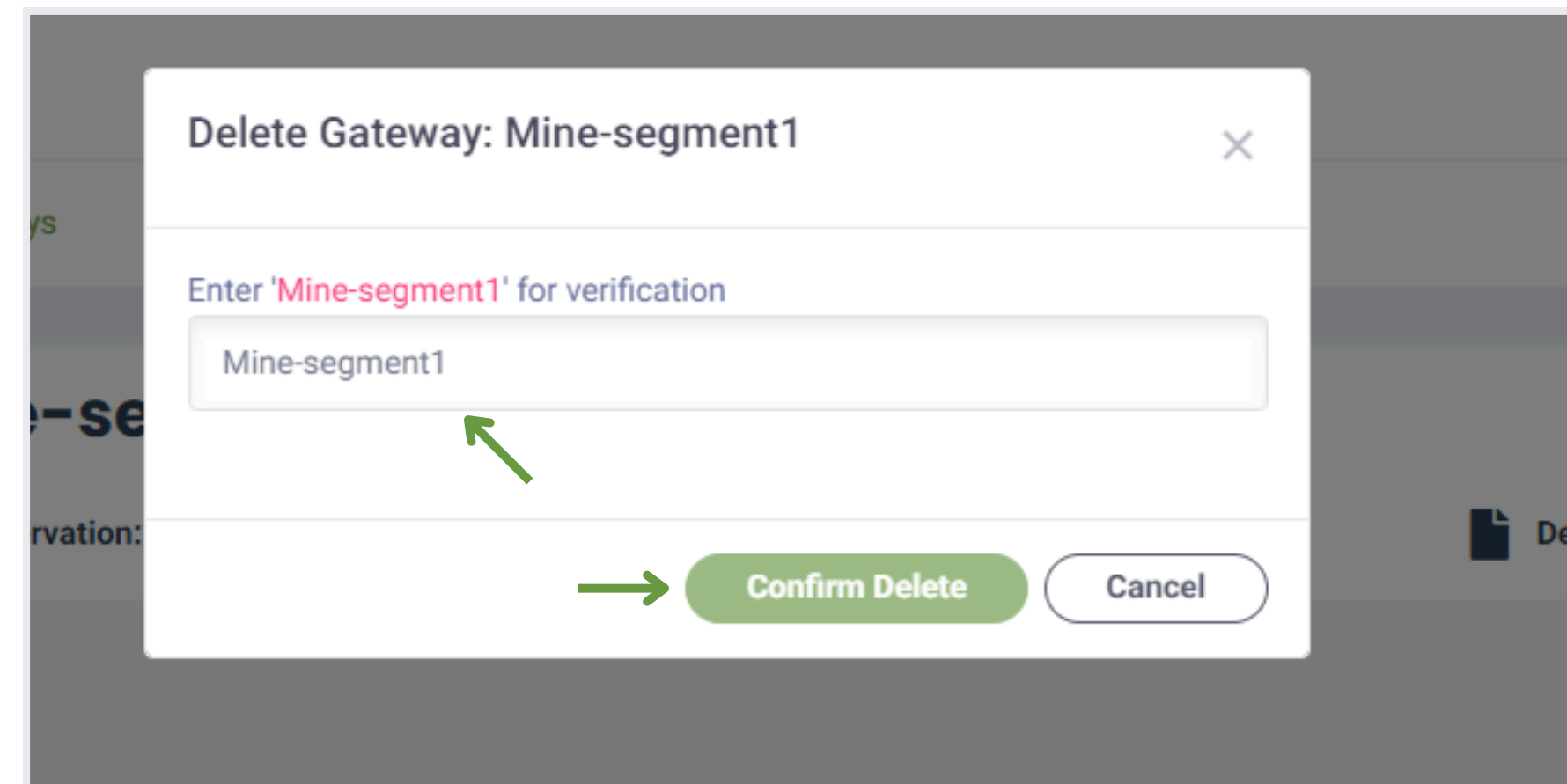
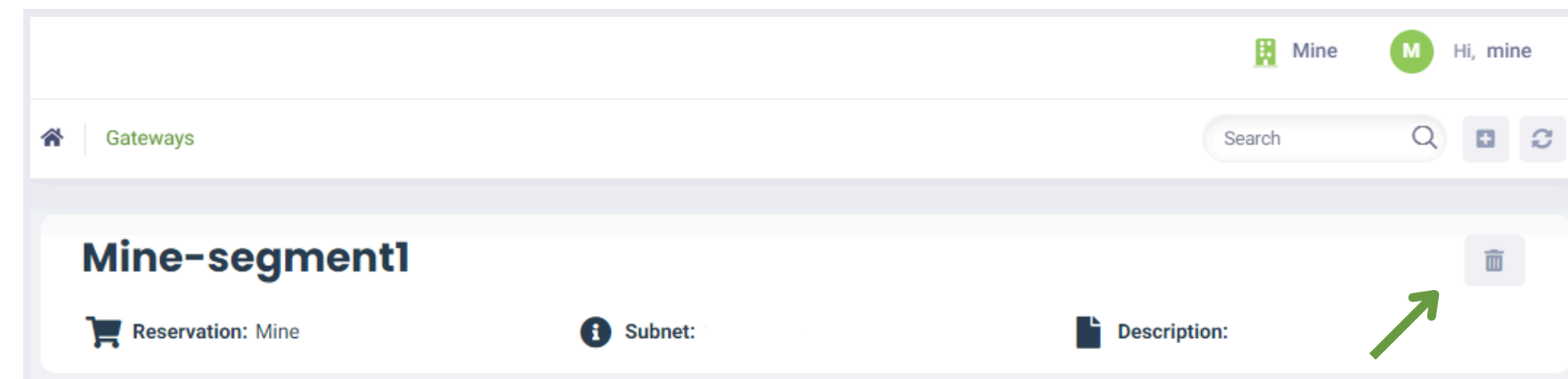


3-Organization

c. Gateways:

ii. **Delete** a Gateway by clicking on the  sign on the right, then **Copy & Paste** the Name of the Gateway you want to delete then click on **"Confirm Delete"**.

****Always copy the name of the item you are trying to delete to guarantee error-free operations.****





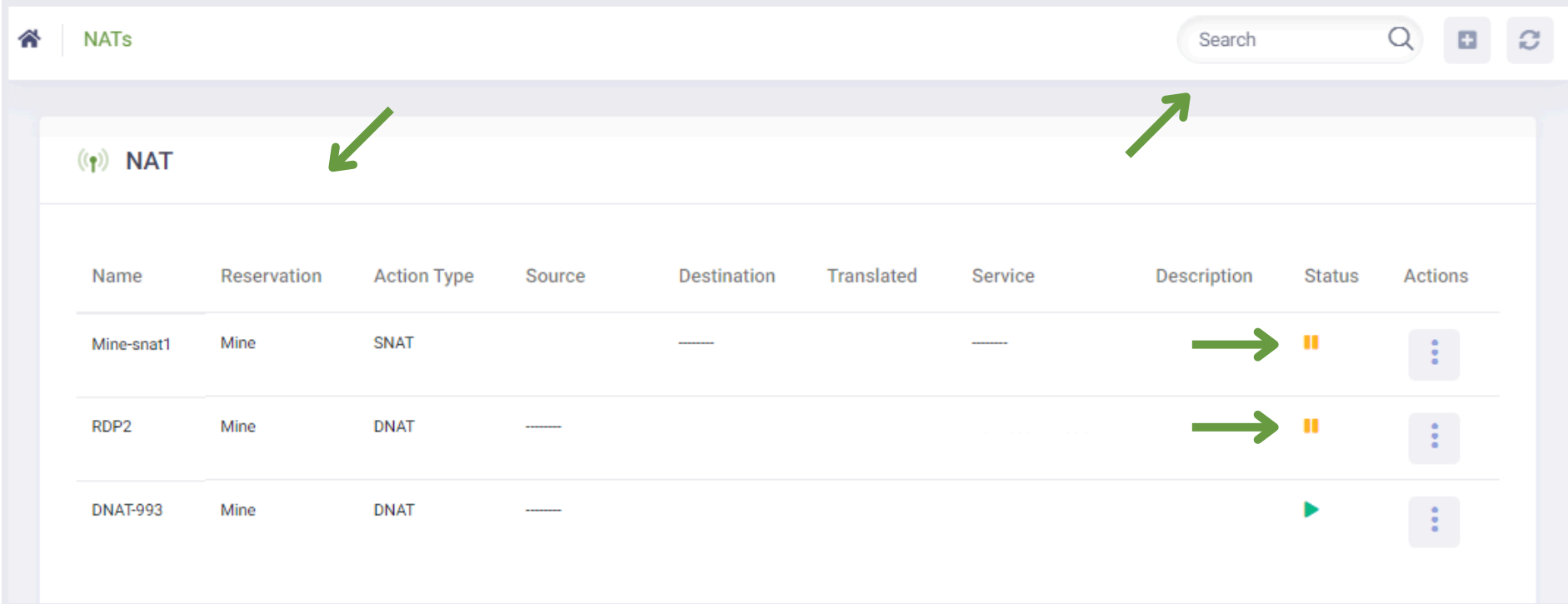
3-Organization









d. NATs:

In this tab you can **View** your **NATs** and **Enable/Disable and Delete** them.

You can also **Edit/ Add new NATs**

i. Enable/ Disable the status of the Status your **NATs**. Click on the  sign under **“Status”** to **disable** the Nat and on  to **enable** it.



Name	Reservation	Action Type	Source	Destination	Translated	Service	Description	Status	Actions
Mine-snat1	Mine	SNAT		---		---			
RDP2	Mine	DNAT	---						
DNAT-993	Mine	DNAT	---						

3-Organization

d. NATs:

ii. Add new NATs:

To **Add** a **new NAT**, click on the **“+” sign** at the top-right corner, then fill in the data required such as **Name**, and whether it’s **DNAT or SNAT**, select the **Gateway and Gateway Address, Elastic IP address , Port** and write a **Description** for your new NAT then click on **“Create”** at the bottom.

NATs Search

(1) NAT

Name	Reservation	Action Type	Source	Destination	Translated	Service	Description	Status	Actions
Mine-snat1	Mine	SNAT		—	—			⏸	⋮
RDP2	Mine	DNAT	—					⏸	⋮
DNAT-993	Mine	DNAT	—					▶	⋮

Name

Select Type

SNAT

Select Gateway *

Mine-segment1

Selected Gateway Address *


· · · /

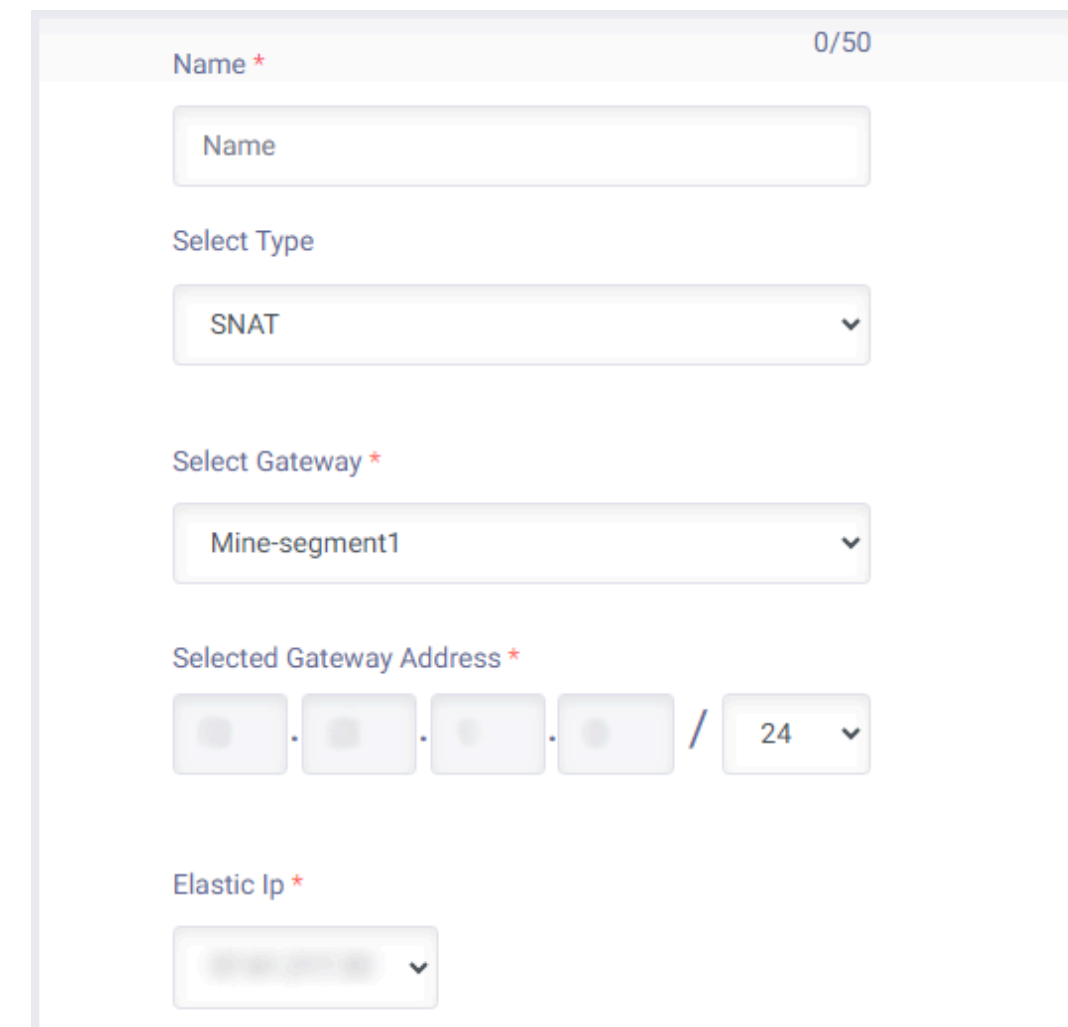
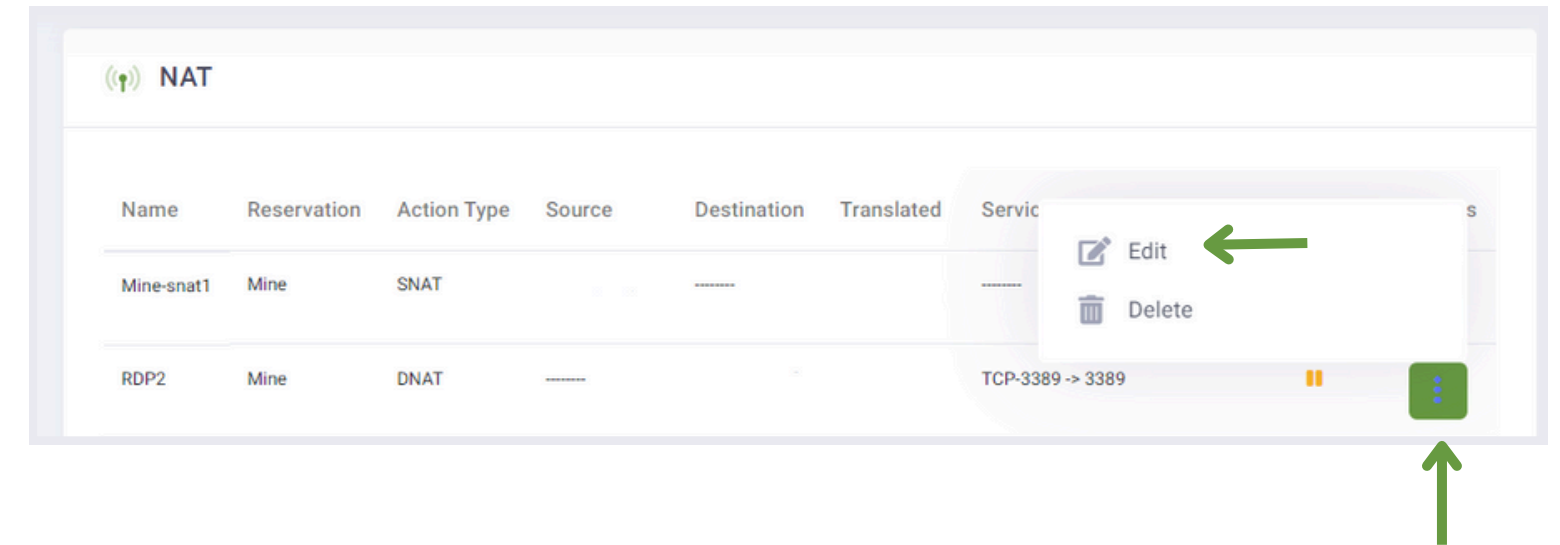
Elastic Ip *

3-Organization

d. NATs:

iii. Edit an Existing NAT:


To Edit an Existing NAT, click on the  sign on the right, then choose **“Edit”**. Edit your data **and then click on “Edit NAT”** at the bottom to save your work.



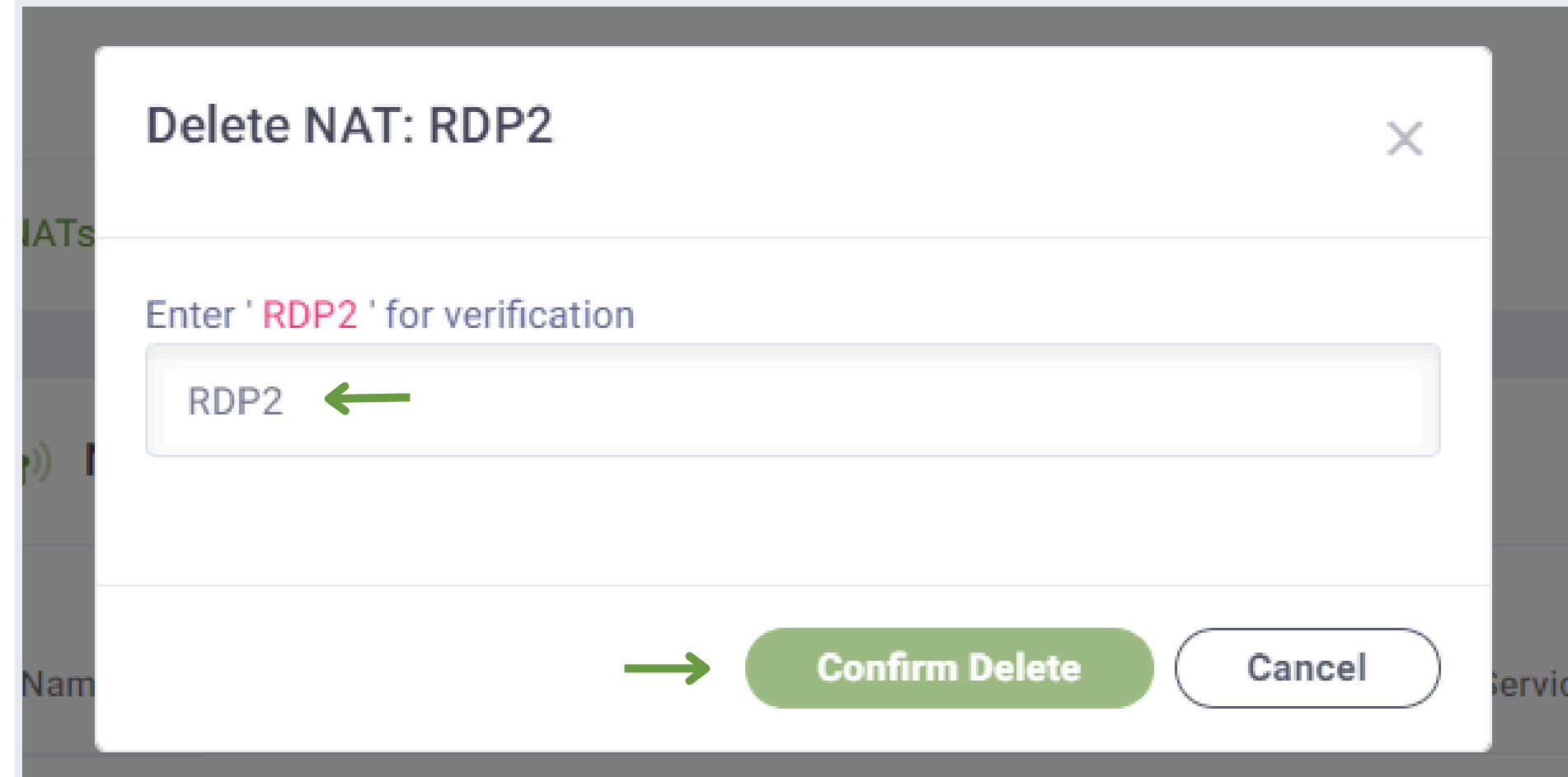
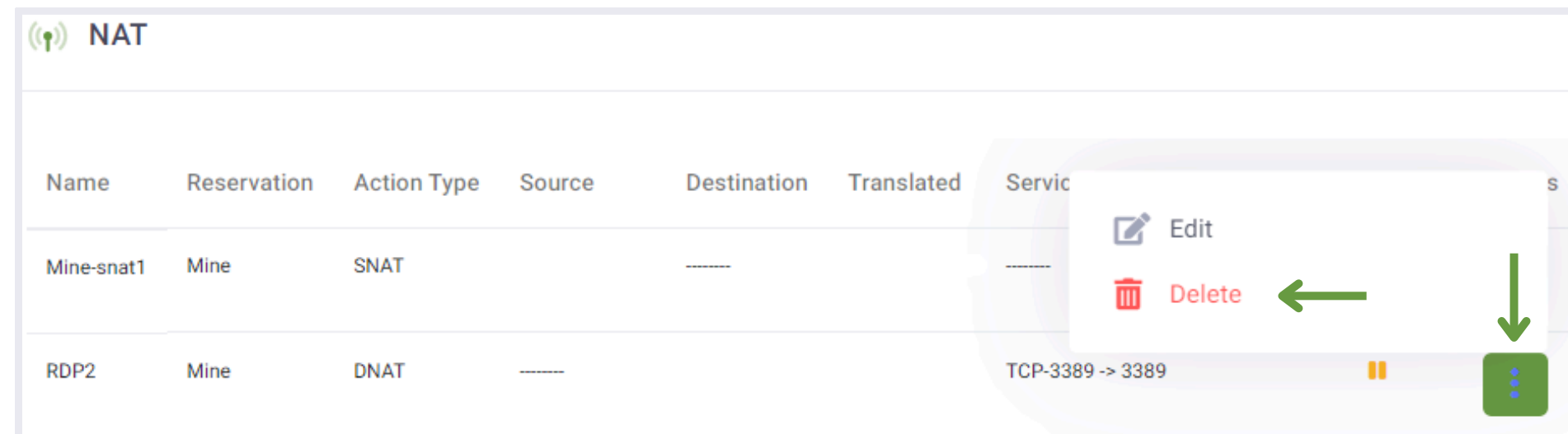
3-Organization

d. NATs:

iii. Delete NATs:

To **Delete an Existing NAT**, click on the  sign on the right, then choose **"Delete"** then **Copy & Paste** the **Name** of the NAT you want to delete then click on **"Confirm Delete"**.

****Always copy the name of the item you are trying to delete to guarantee error-free operations.****

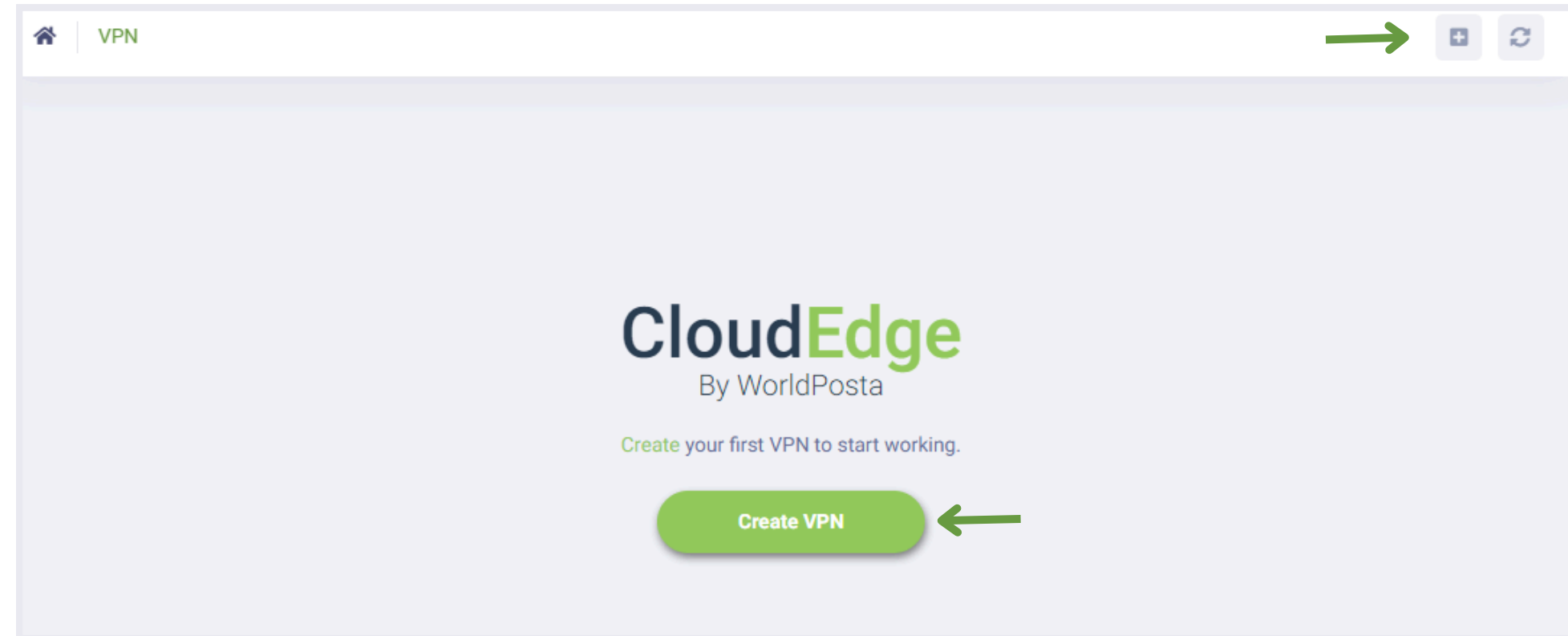


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

To **Add** a new VPN, click on **“Create VPN”** or click on the **“+”** sign at the **top-right corner**.



3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

You can now choose the **Reservation**, **Users**, and **Gateway** for your VPN and click on **"Save"**.

*Notes:

1. Usernames must not contain any spaces or special characters.
2. Once you click on **"Save"**, it takes **15** minutes until your VPN is created and ready for use.
3. if you change your password, it might take a few minutes to reflect, you will see the progress in **"Status"**.



Select Reservation:

Mine ←

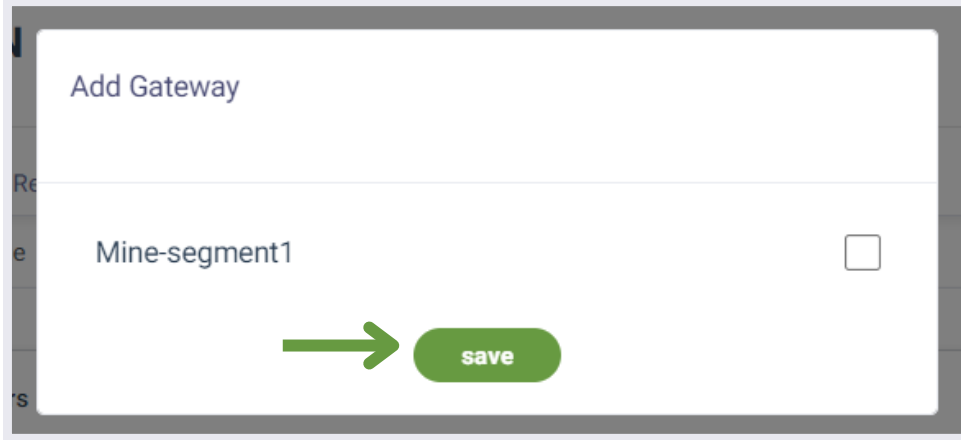
Users → +

15_WP

Gateway → +

Mine-segment1

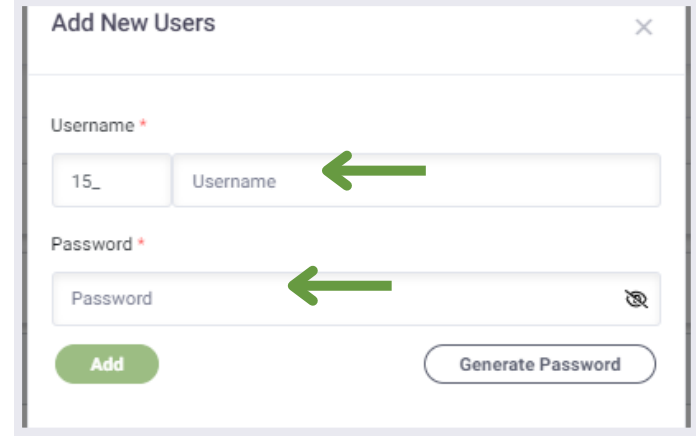
Save →



Add Gateway

Mine-segment1

save →



Add New Users

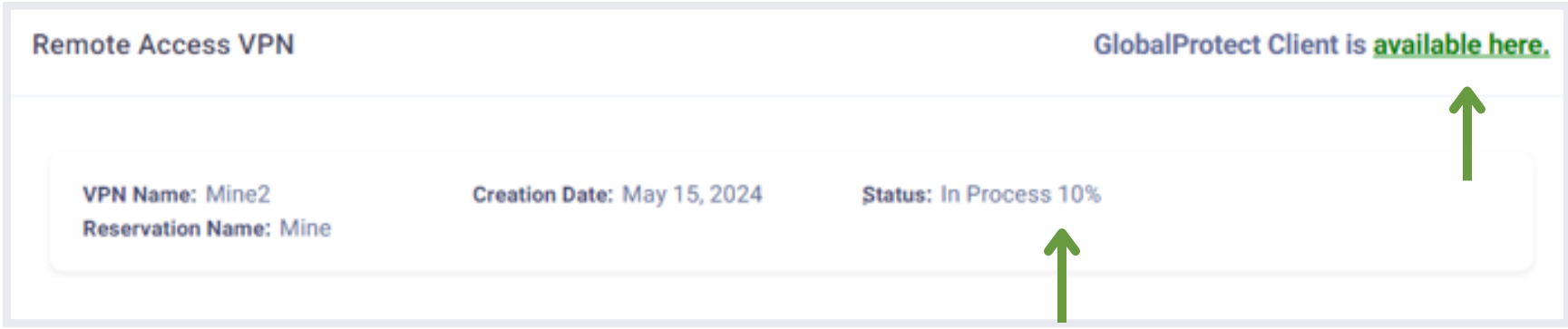
Username *

15_ Username ←

Password *

Password ←

Add Generate Password



Remote Access VPN

GlobalProtect Client is [available here.](#) ↑

VPN Name: Mine2 Creation Date: May 15, 2024 Status: In Process 10% ↑

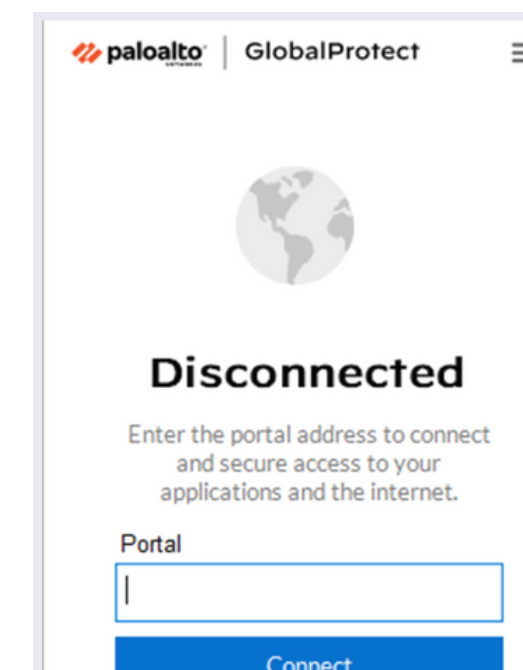
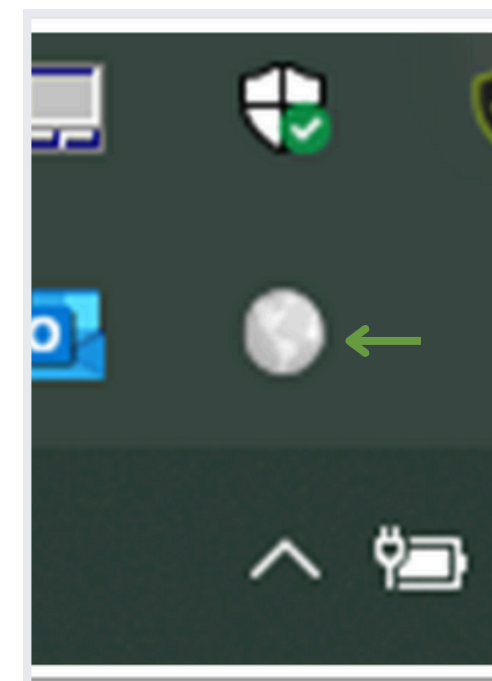
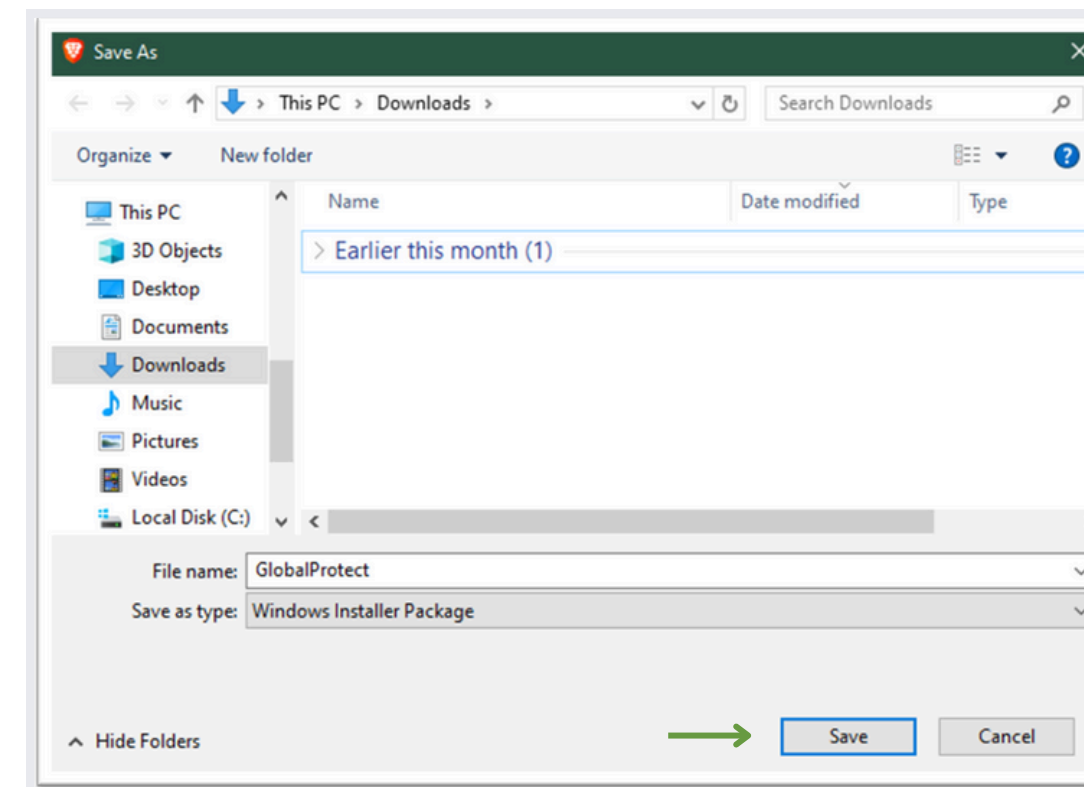
Reservation Name: Mine

3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

Once your VPN has been created, you can now View your VPNs and download Global Protect Client from the **top-right corner** when you click on **“Available here”**. Once it’s been downloaded and installed, open GlobalProtect Client from the taskbar.

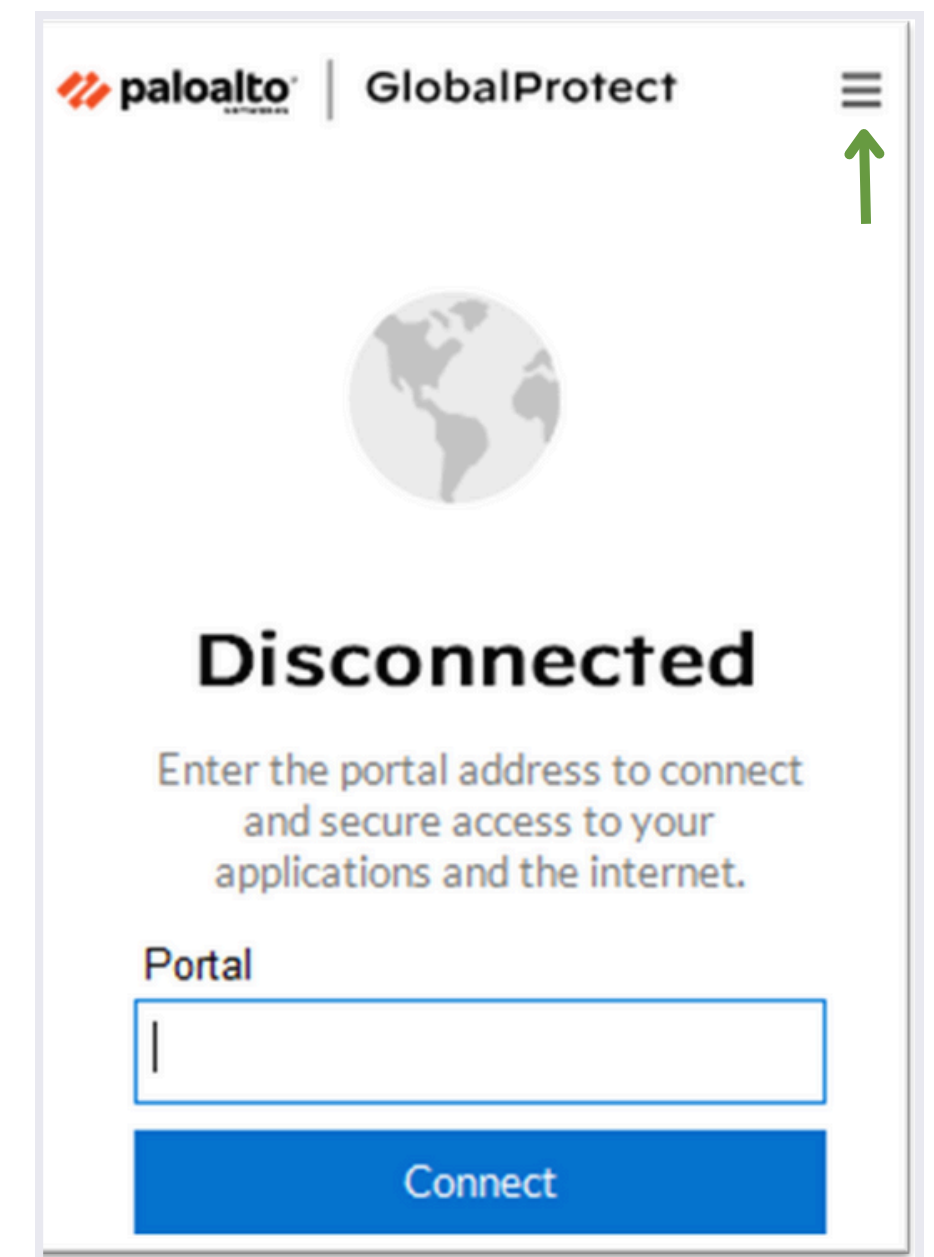
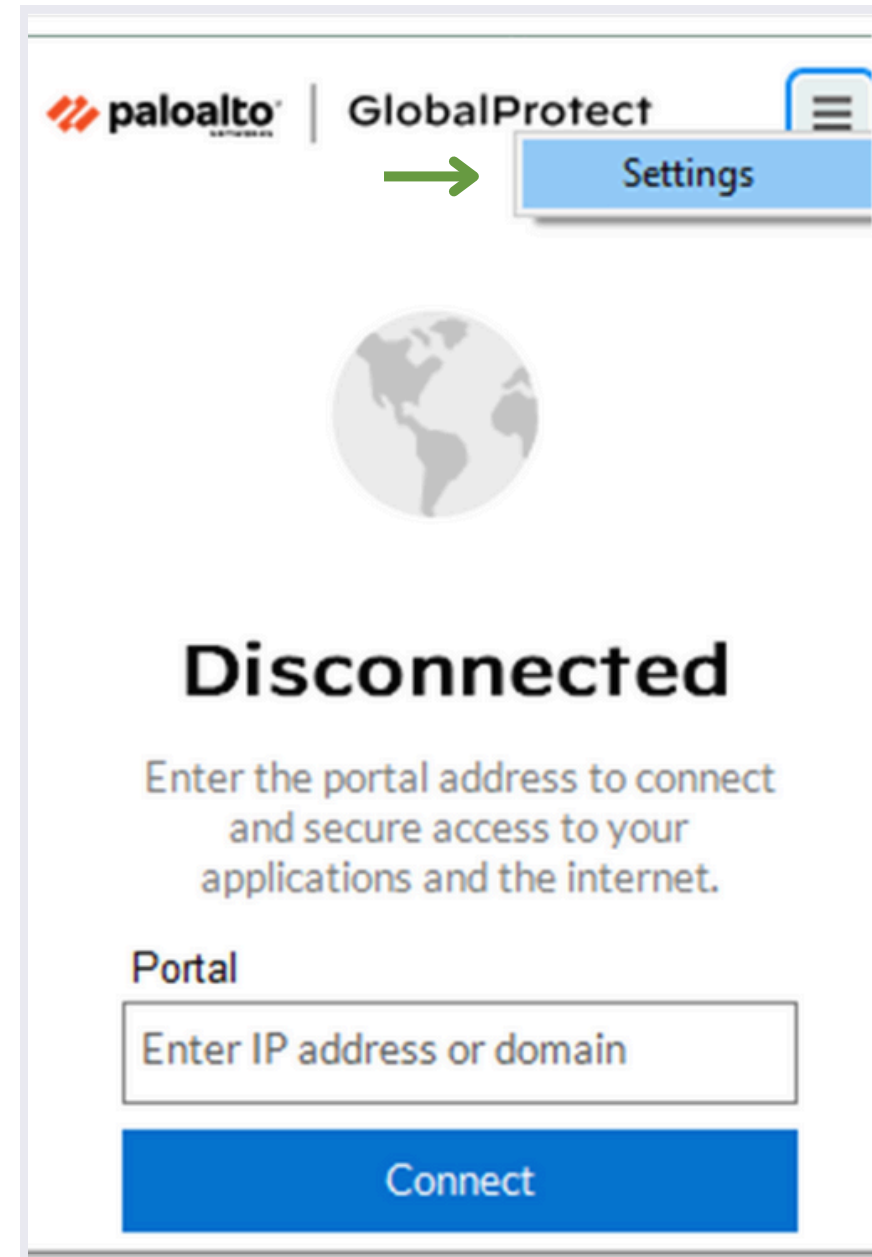


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

Now click on the ☰ sign at the **top-right corner**, then click on **“Settings”**.

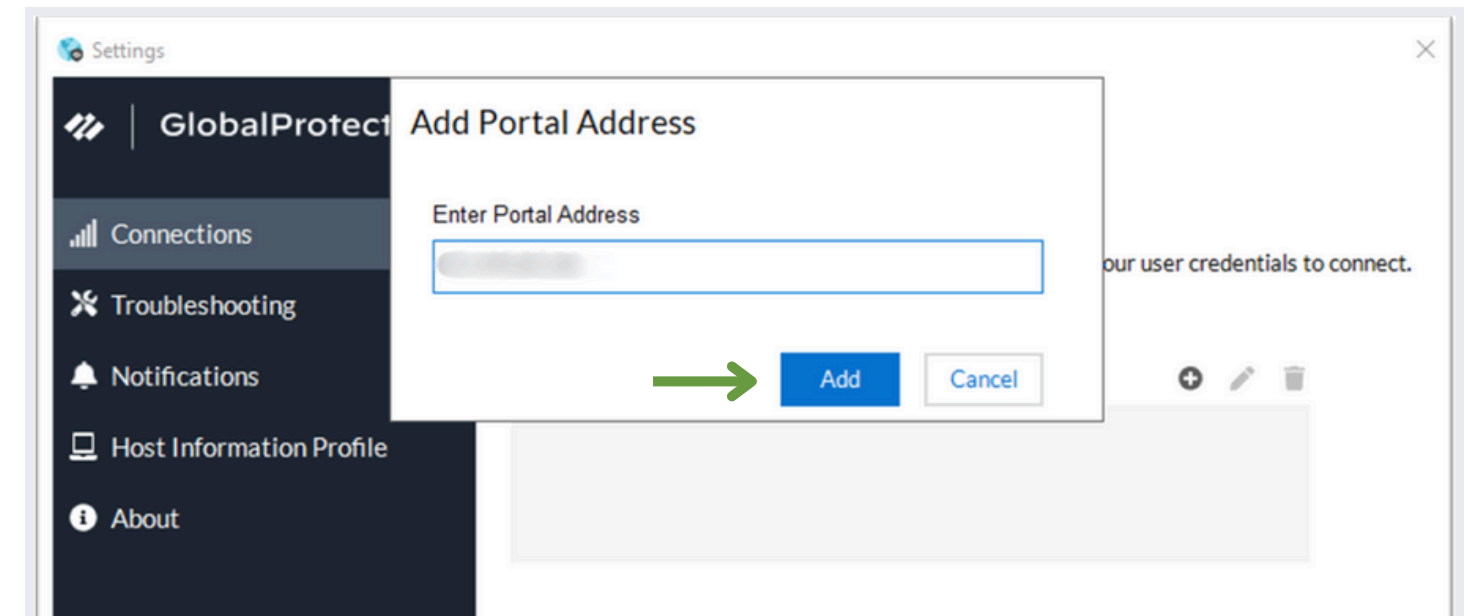
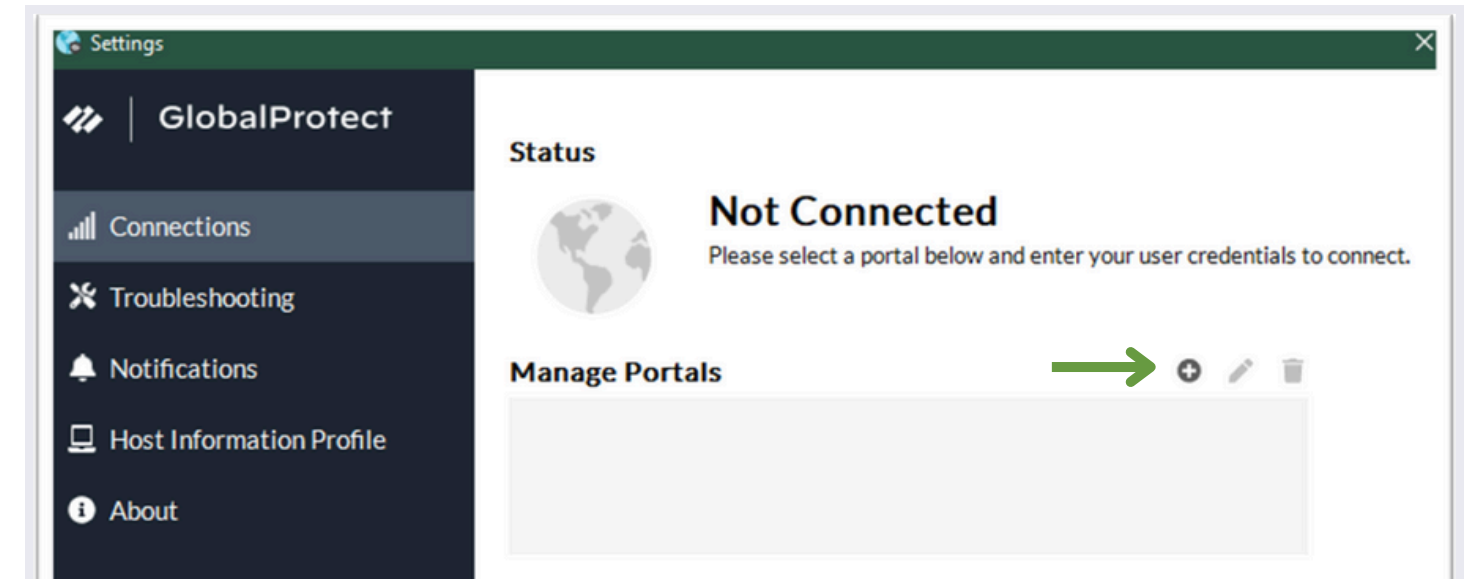


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

Now click on the **+** sign and insert your **Public IP Address (you can find it under your VPN)** then click on **“Add”**.

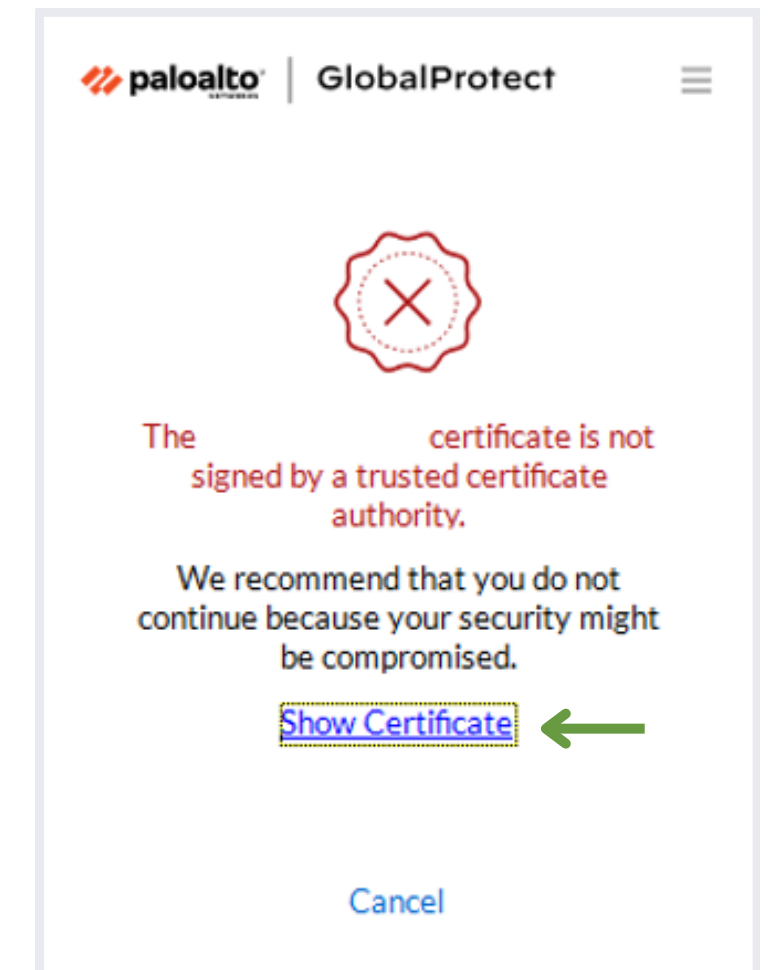
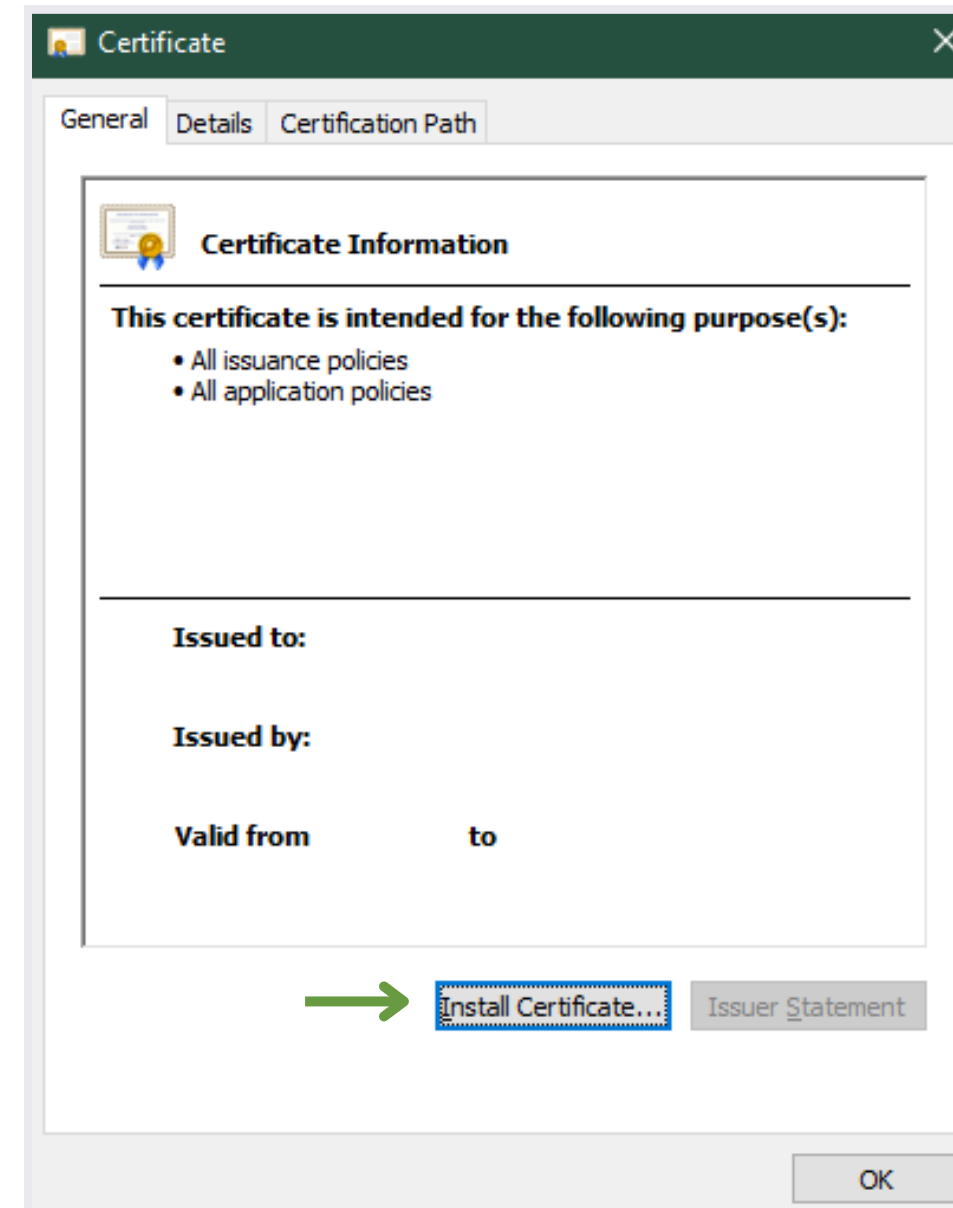


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

After you add your public IP address, click on **“Connect”** then you will see a **“Show Certificate”** Option, click on it and it will open the certificate installation window, click on **“Install Certificate”**.

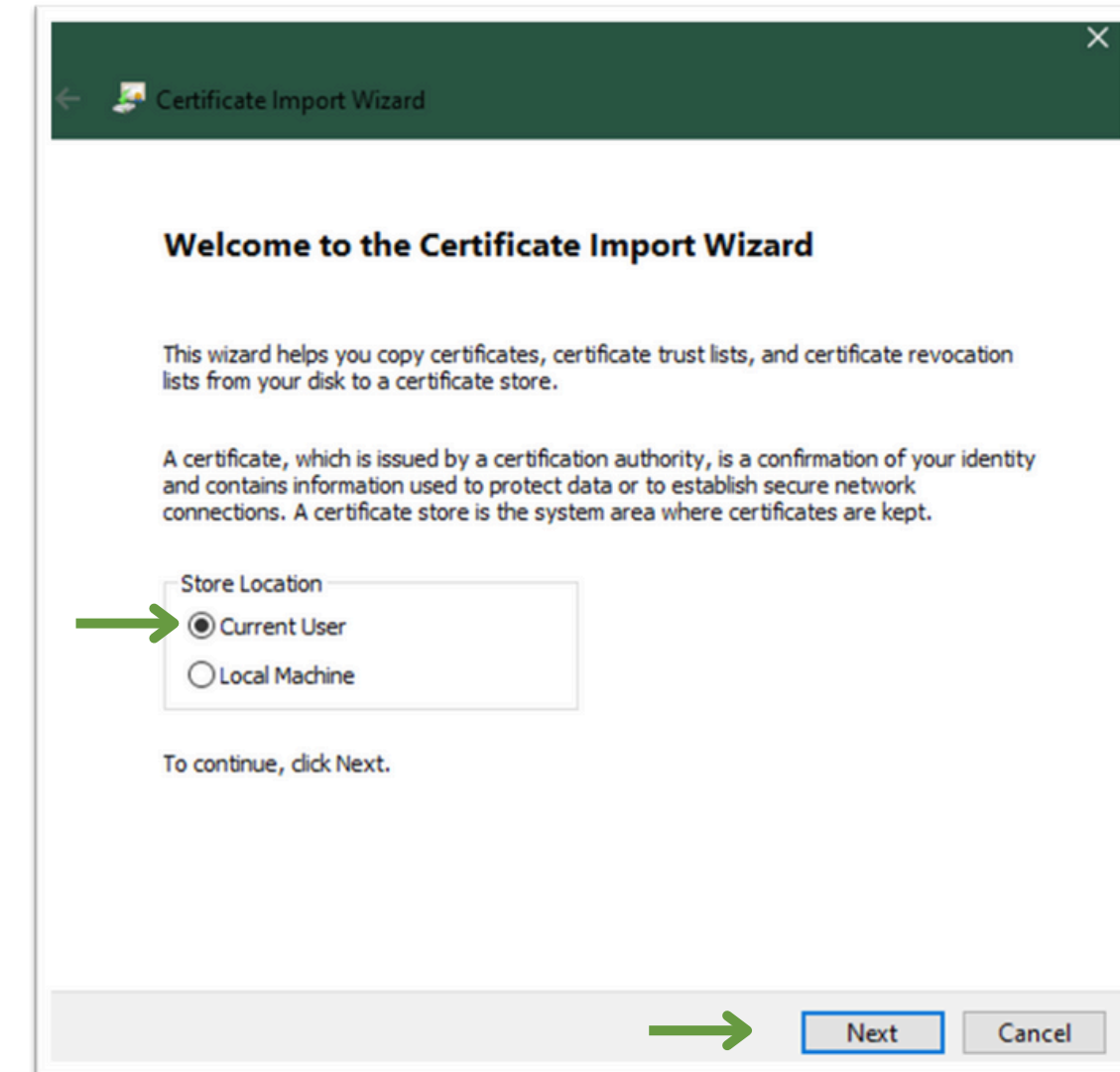
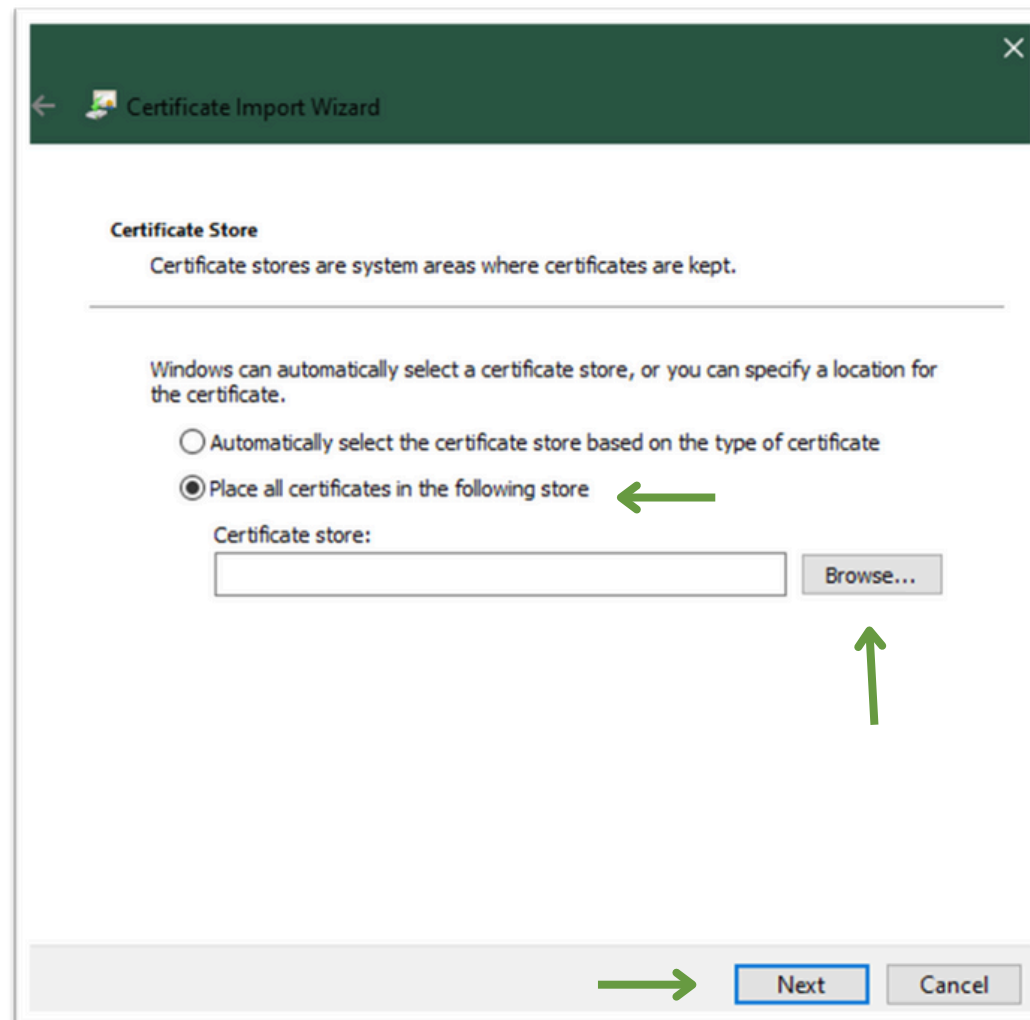


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

Choose **“Current User”**, then click on **“Next”**. Choose **“Place all certificates”** in the following store”, then click on **“Browse”**.

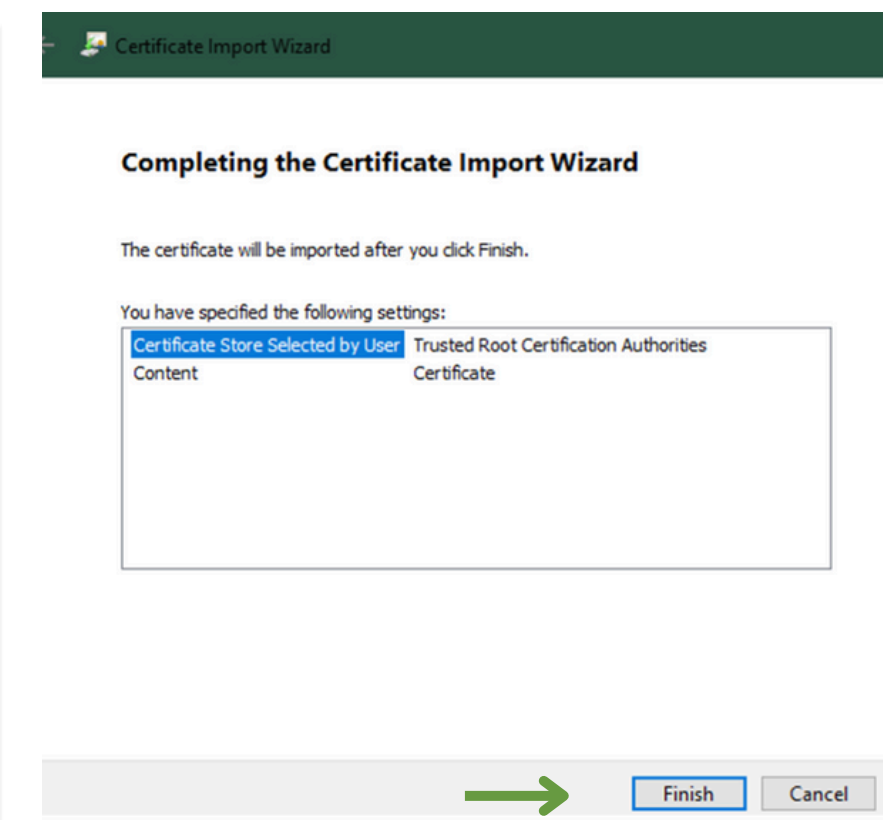
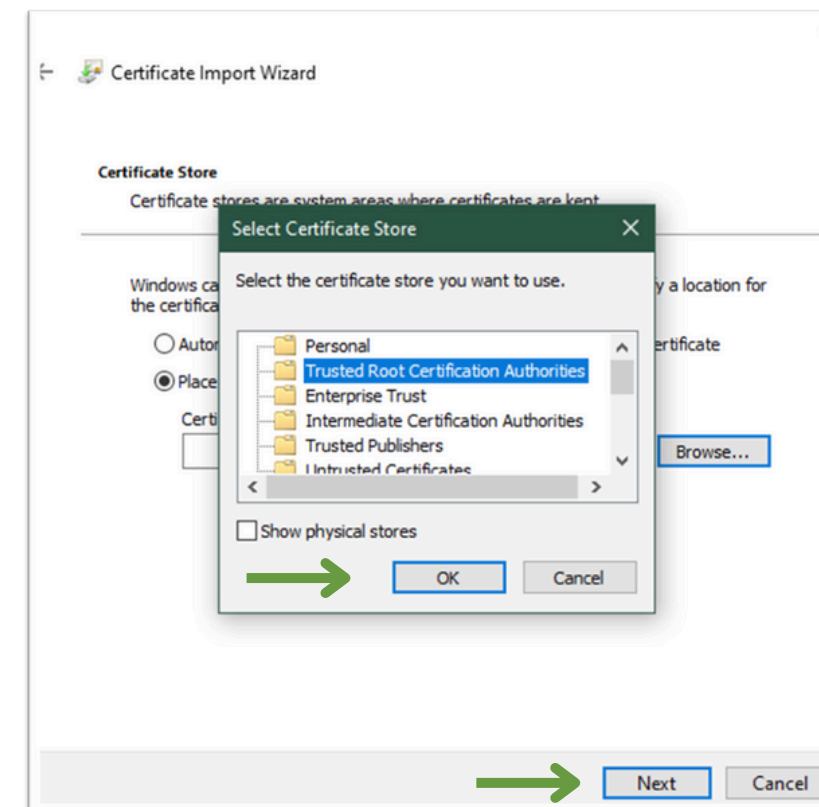
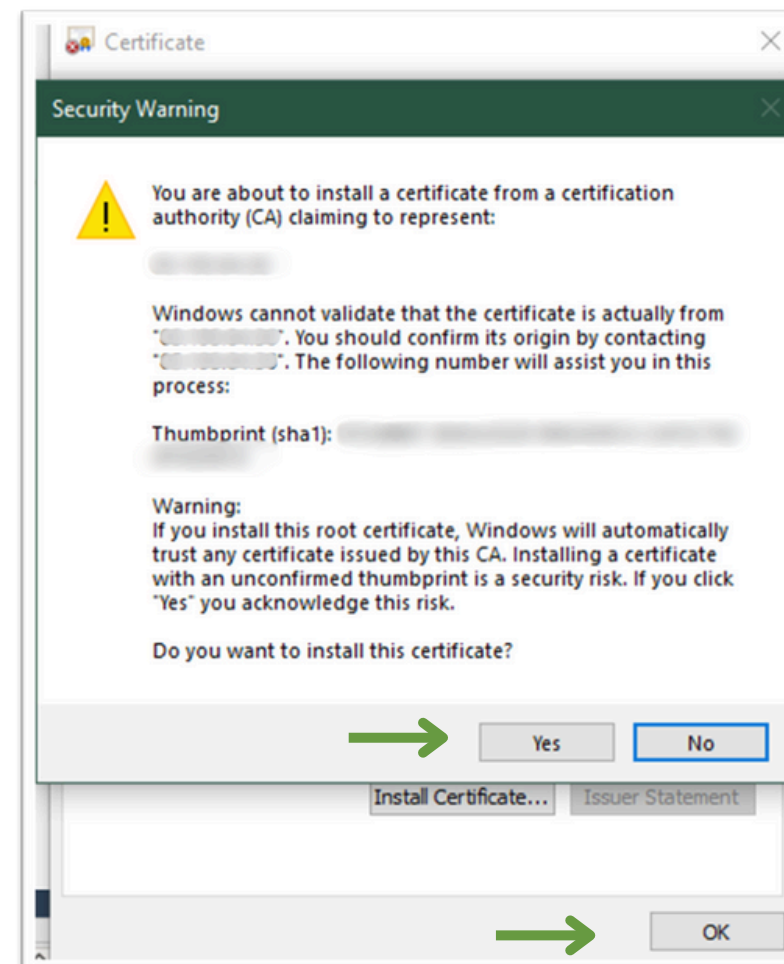


3-Organization

e. VPN:

1. i. Add a new SSL/TLS VPN Connection:

After clicking on **“Browse”**, choose **“Trusted Root Certification Authorities”** then click on **“OK”**, then **“Next”** then **“Finish”** and now click on **“Yes”**, then **“OK”**.

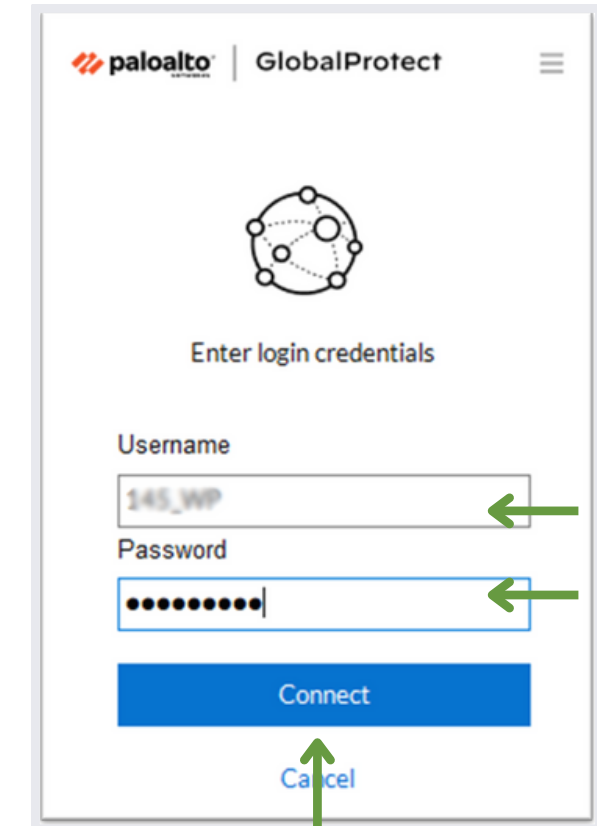
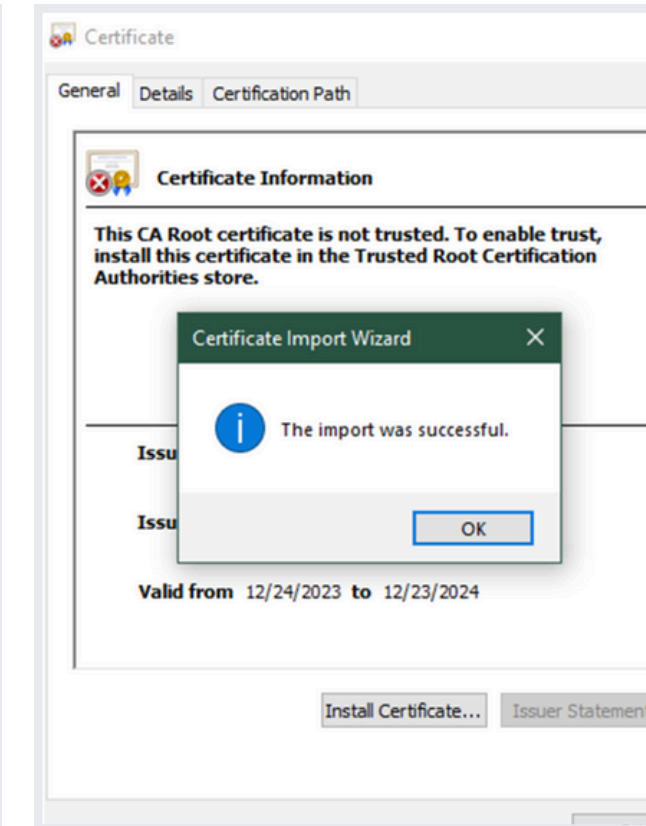
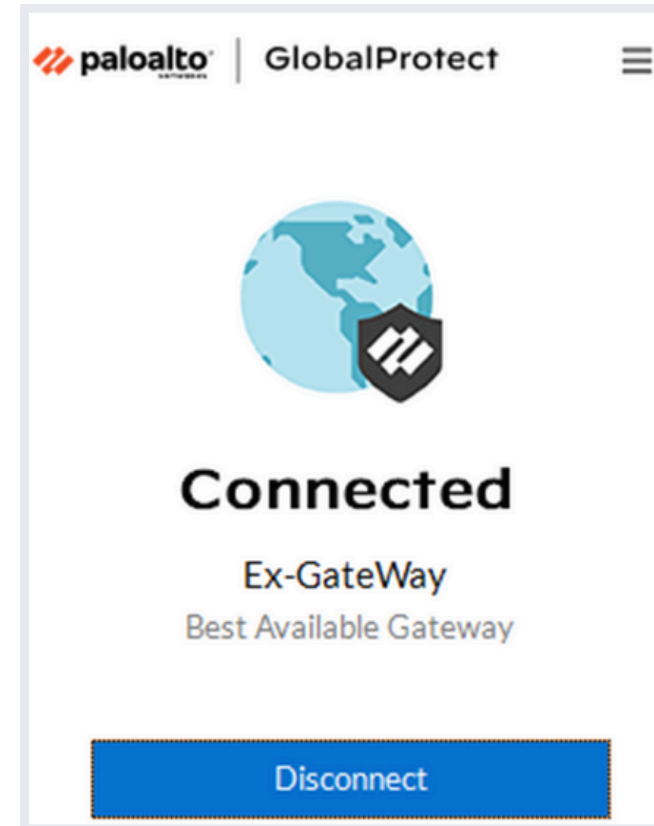


3-Organization

e.VPN:

1. i. Add a new SSL/TLS VPN Connection:

After installing the certificate, go to **GlobalProtect** and enter your **Username** and **Password** (which you created when you created your VPN) then click on **“Connect”**. You should now be connected successfully.

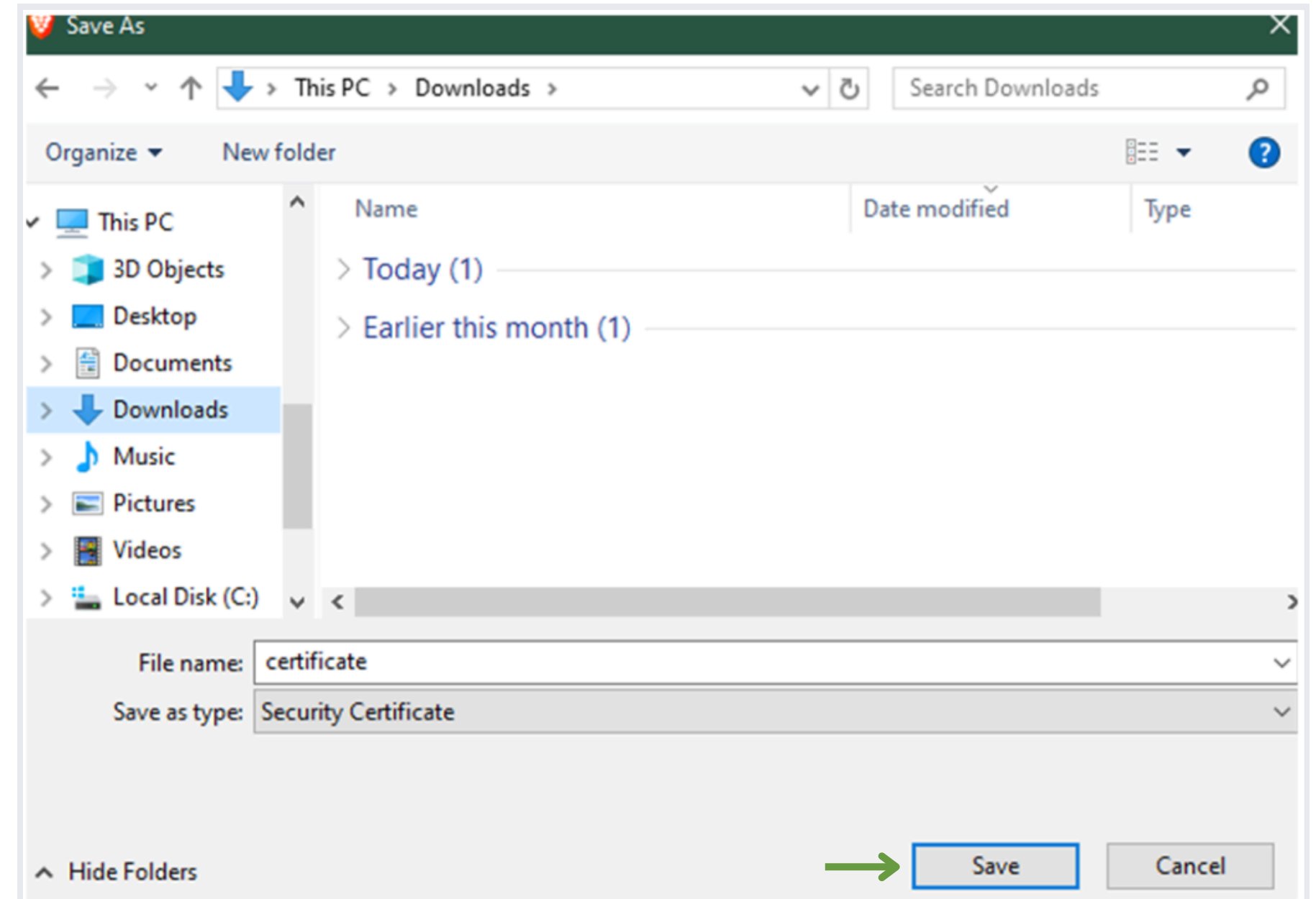
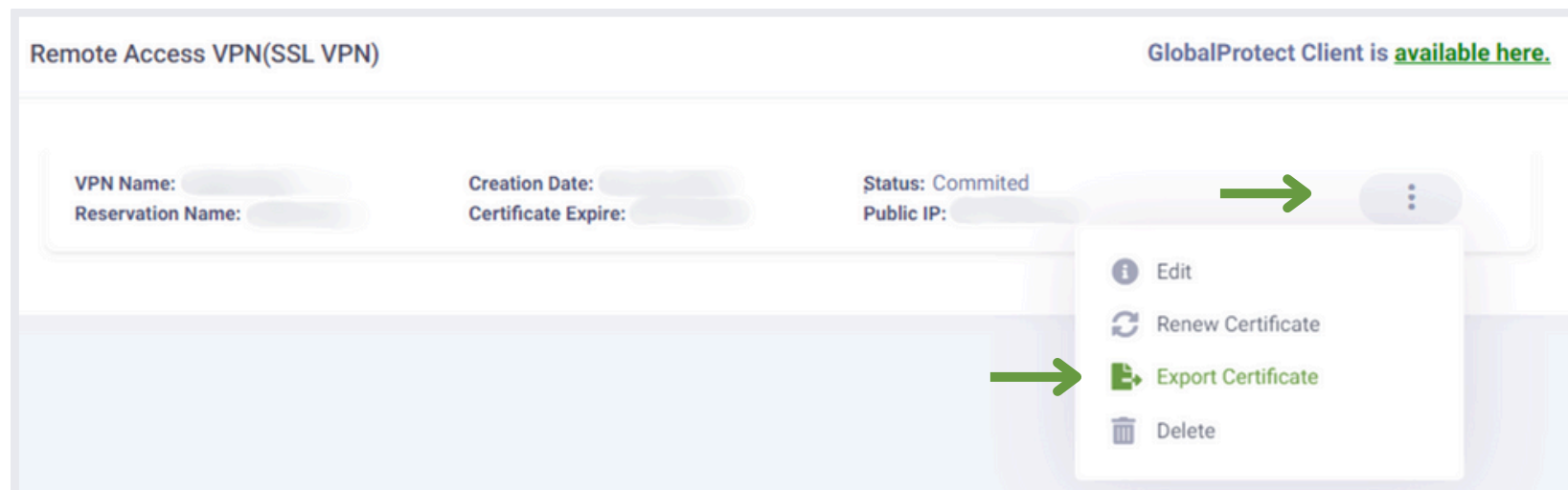


3-Organization

e.VPN:

1. i. Add a new SSL/TLS VPN Connection:

Another way to set up your certificate is to click on the  sign at the top-right corner, then choose **“Export Certificate”**, this will download your certificate to your local machine.

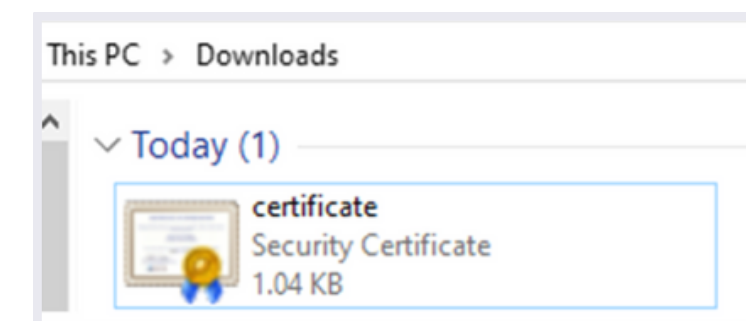
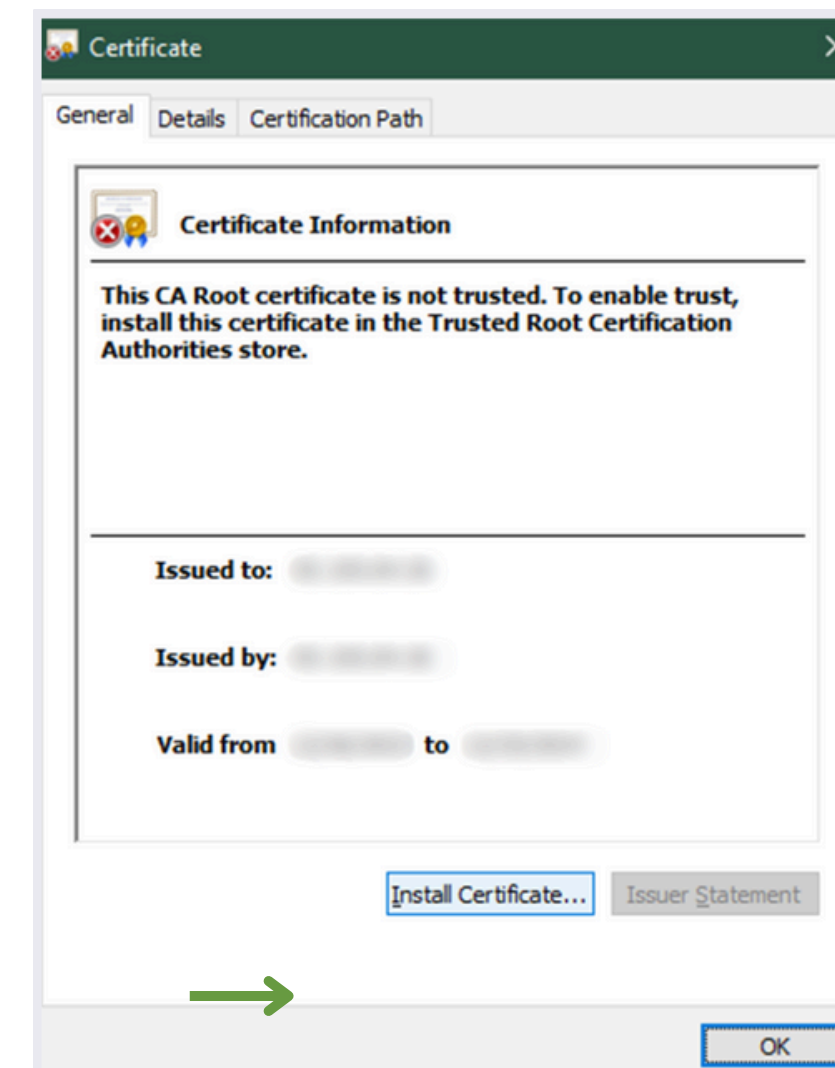
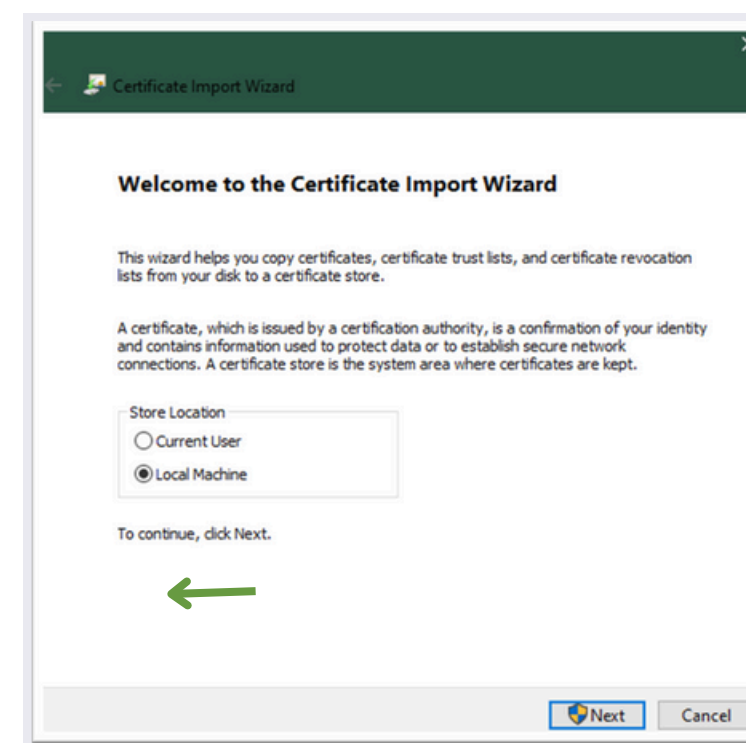
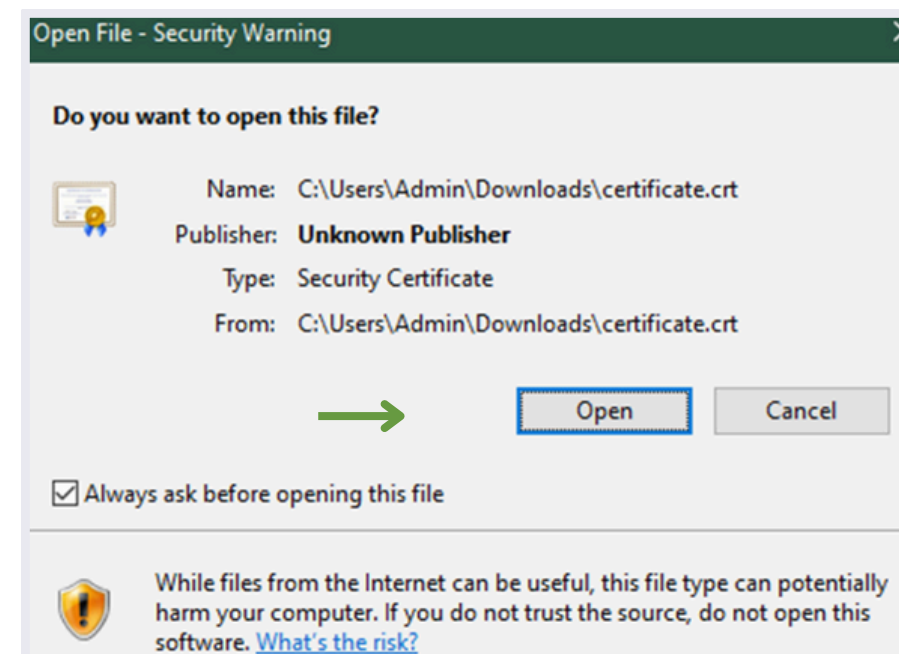


3-Organization

e.VPN:

1. i. Add a new SSL/TLS VPN Connection:


Open your certificate, and then click on **“Open”** to bypass the security warning, then click on **“Install Certificate”**, choose **“Local Machine”** then click **“Next”**, it will ask you for **Administrative access** so click on **“Allow”** and then proceed with the rest of the steps just like the previous process.

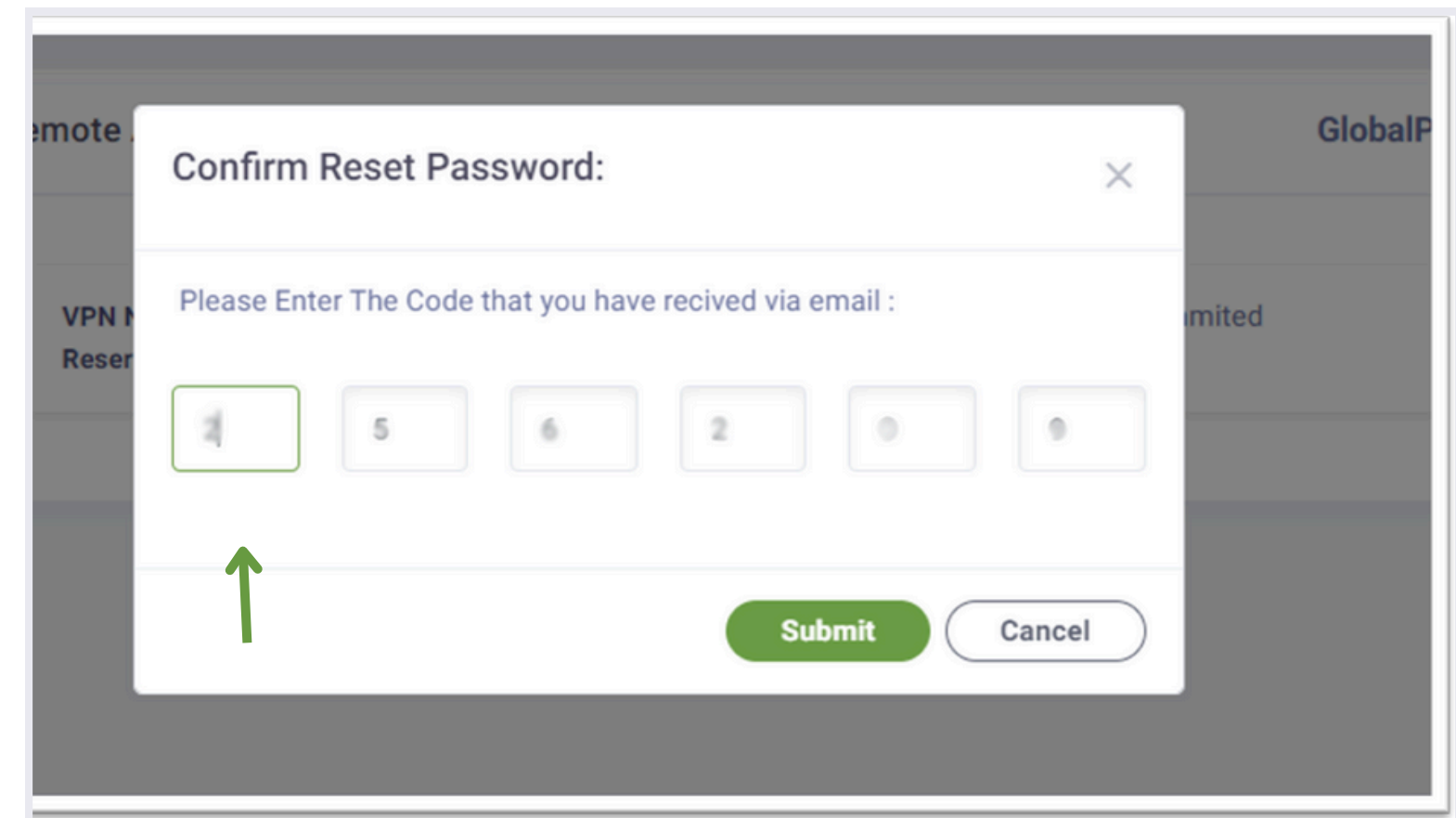
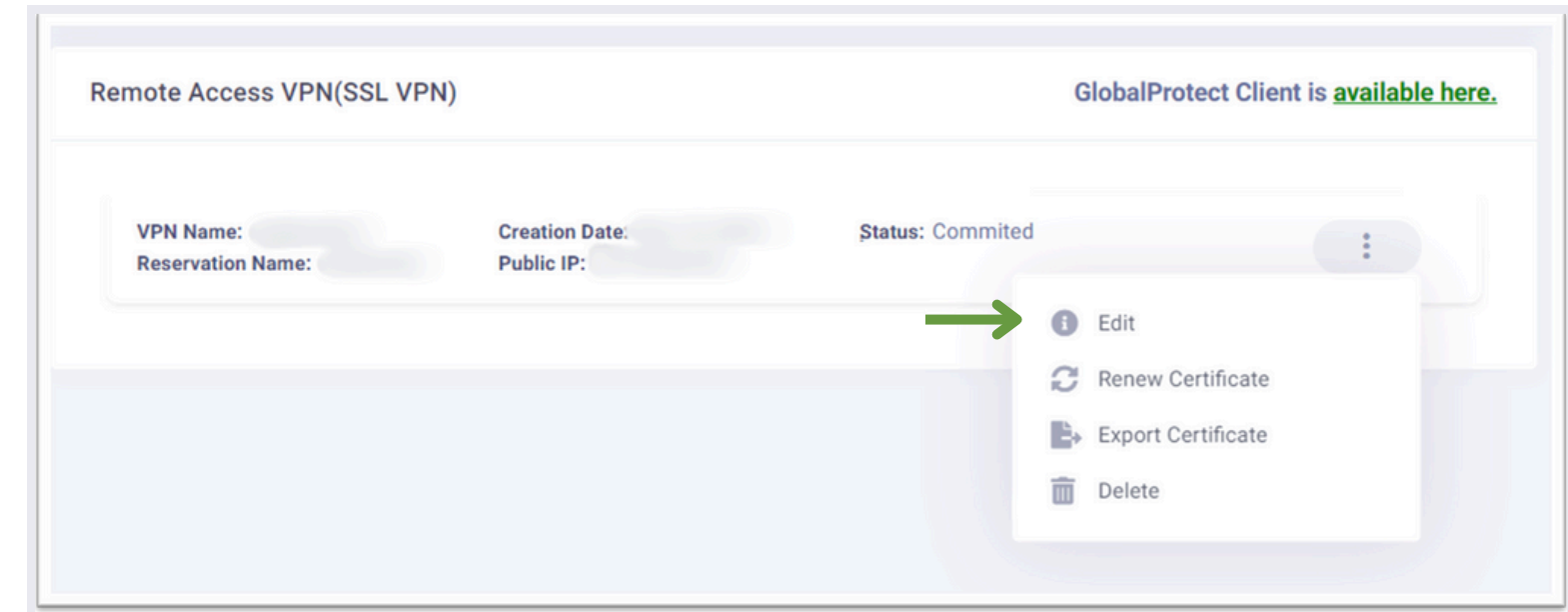


3-Organization

e.VPN:

1. ii. Edit an SSL/TLS VPN Connection:

To Edit a **VPN**, click on the  sign on the right, then choose **"Edit"**, you will then need to enter a 6-digit code you will receive on your **email** , then click on **"Submit"**.



3-Organization

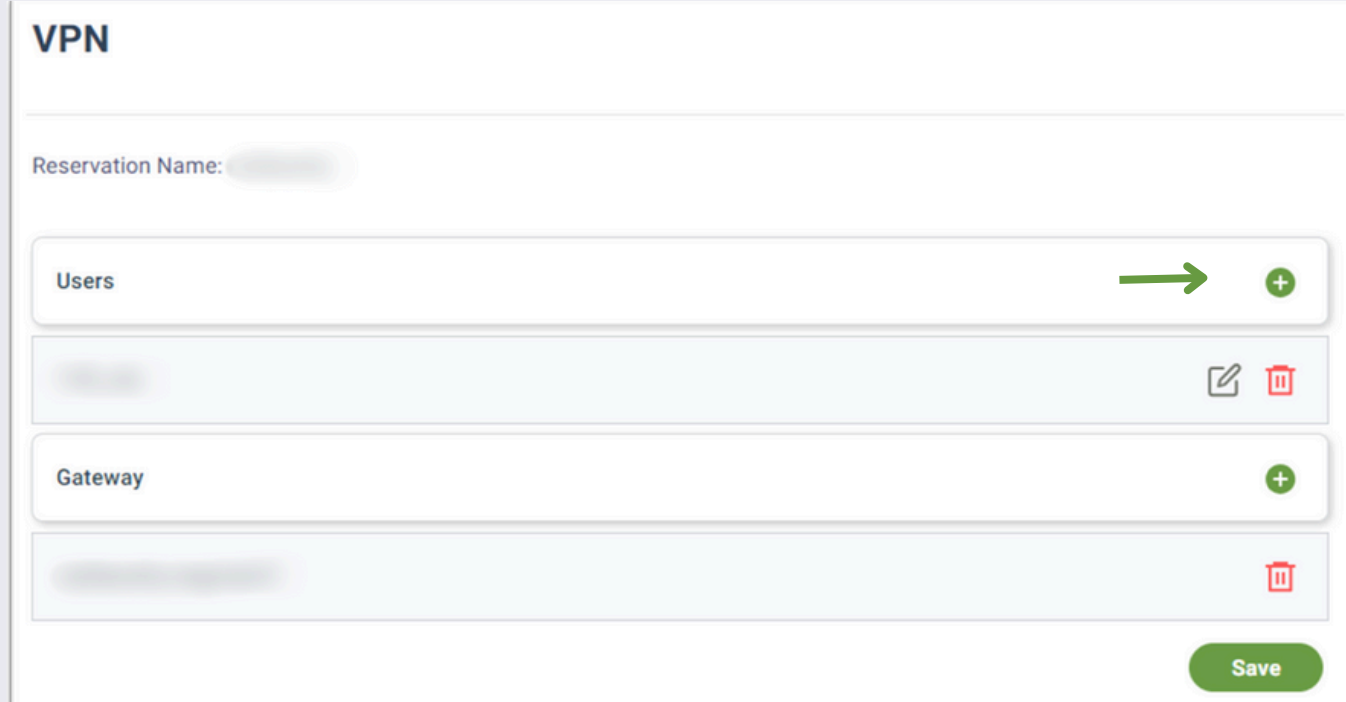
e.VPN:

1. ii. Edit an SSL/TLS VPN Connection:

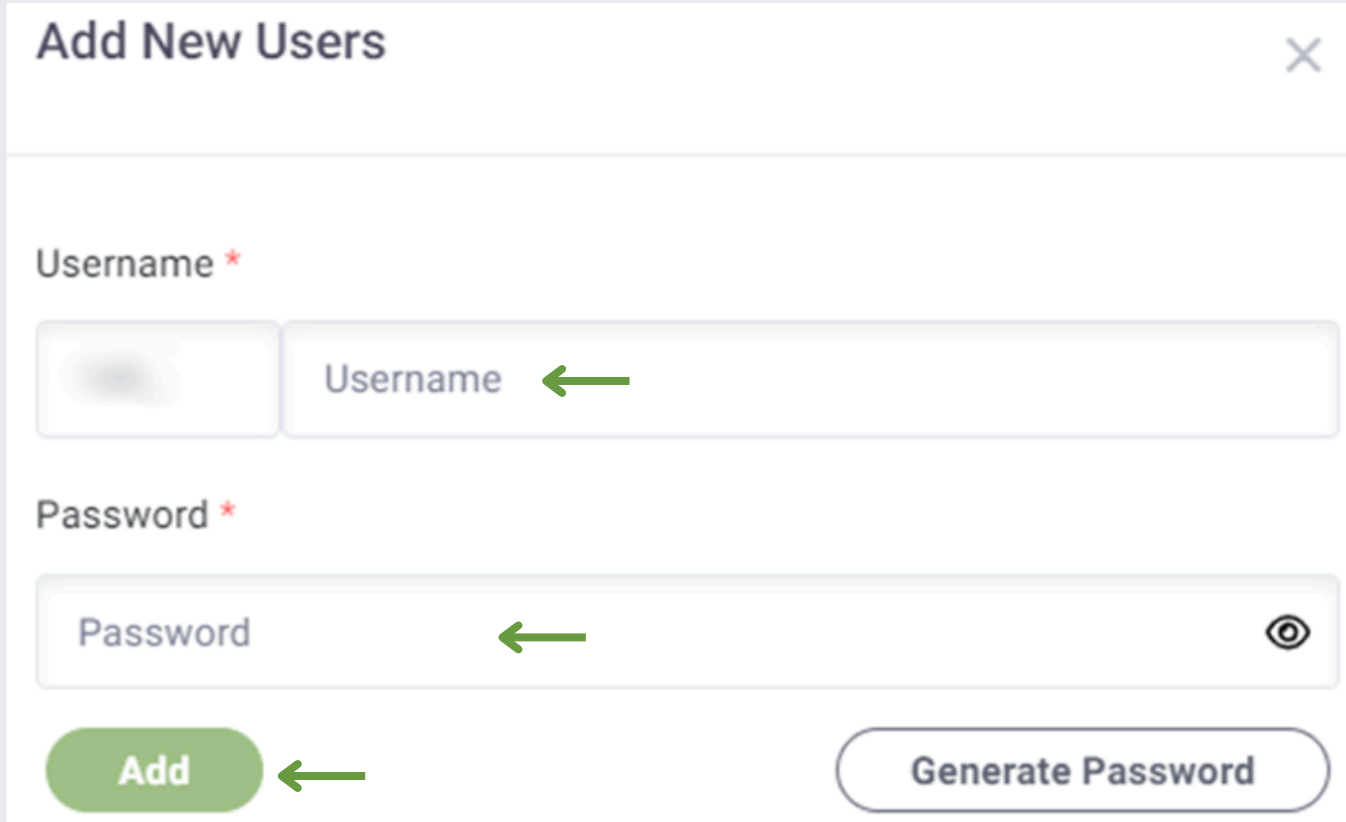
After writing the **6-digit code** you received, you will be able to **access** and edit your VPN where you will find:

1. Users: You will be able to:

a. Add new Users by clicking on the “+” sign on the right and then assigning a Username and a Password (You can also use a generated password by clicking on “**Generate Password**”) for the new User then clicking on “**Add**”.



The screenshot shows the 'VPN' configuration page. At the top, there is a 'Reservation Name' field. Below it, there are two sections: 'Users' and 'Gateway'. Each section has a list of items with a green arrow pointing to a '+' sign on the right, indicating where to click to add new items. There are also edit and delete icons for each item. A 'Save' button is located at the bottom right of the page.




The screenshot shows the 'Add New Users' dialog box. It has a close button (X) in the top right corner. There are two main input fields: 'Username *' and 'Password *'. The 'Username' field has a green arrow pointing to the input area. The 'Password' field has a green arrow pointing to the input area and a toggle icon (an eye) on the right. At the bottom, there are two buttons: 'Add' (with a green arrow pointing to it) and 'Generate Password'.

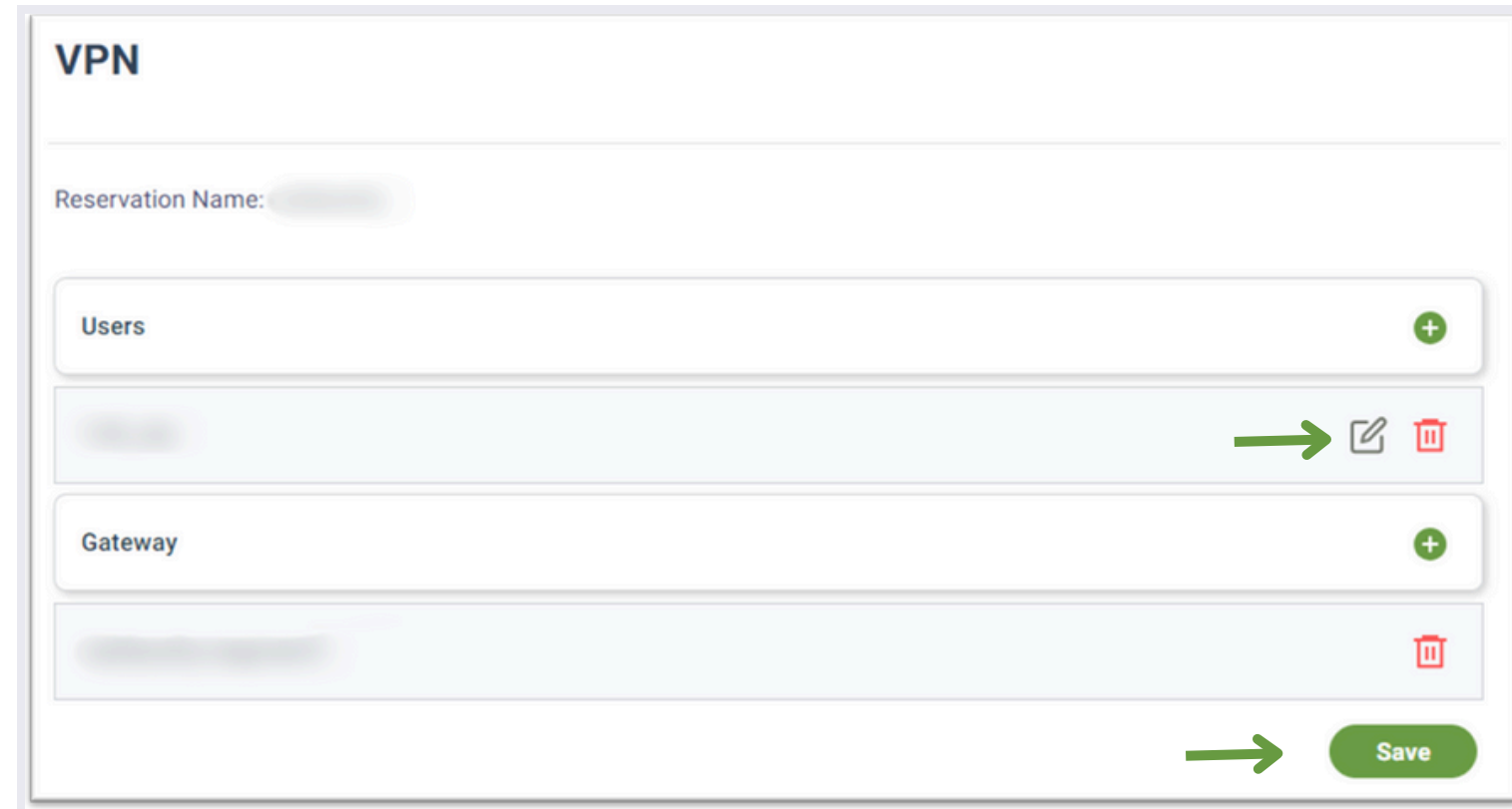
3-Organization

e.VPN:

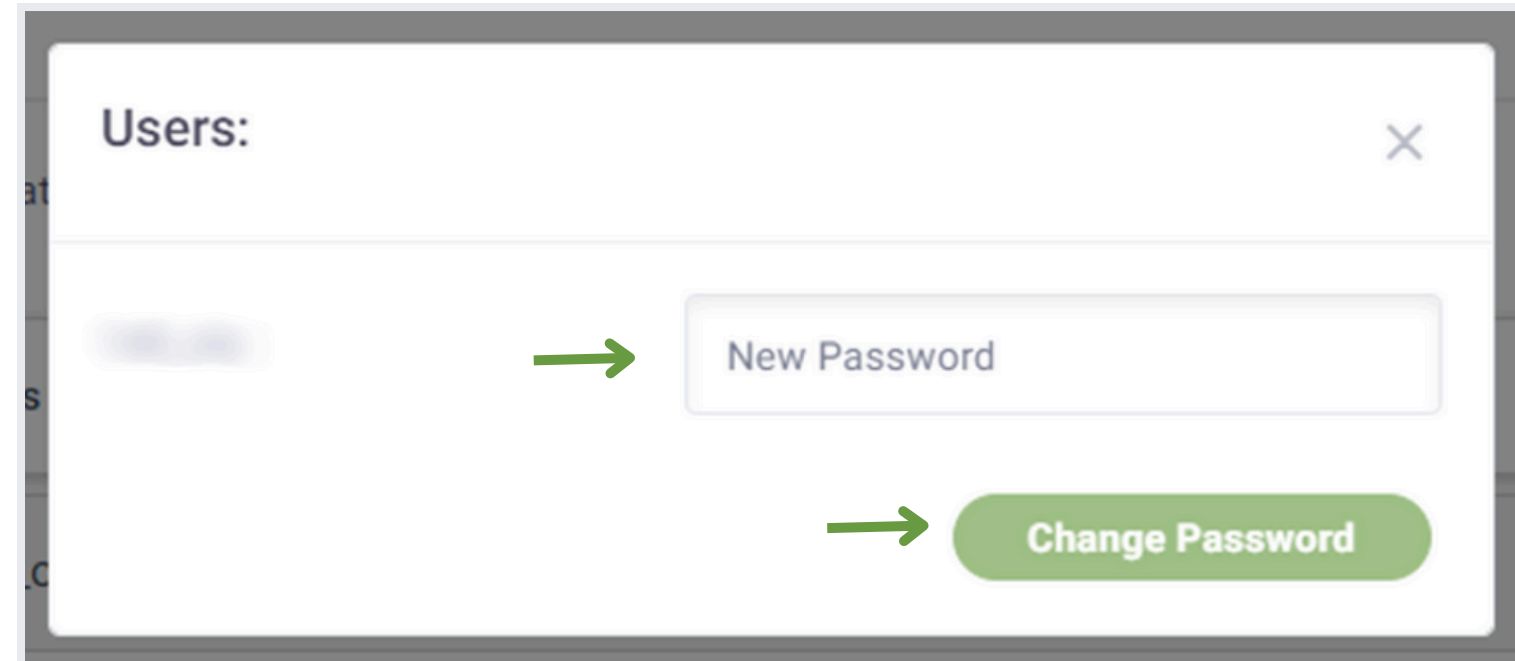
1. ii. Edit an SSL/TLS VPN Connection:

1. Users:

b. Change a User's Password by clicking on the  sign next to the user. Enter the **new Password**, then click on **"Change Password"**, then click on **"Save"**.



The screenshot shows the 'VPN' configuration page. At the top, there is a 'Reservation Name' field. Below it, there are two sections: 'Users' and 'Gateway'. Each section has a list of items with a plus sign to add and a trash icon to delete. In the 'Users' section, a green arrow points to an edit icon next to a user. At the bottom right, there is a green arrow pointing to a 'Save' button.




The screenshot shows a dialog box titled 'Users:'. It contains a 'New Password' input field. A green arrow points from the user list in the previous screenshot to this field. Below the input field, there is a green arrow pointing to a 'Change Password' button.

3-Organization

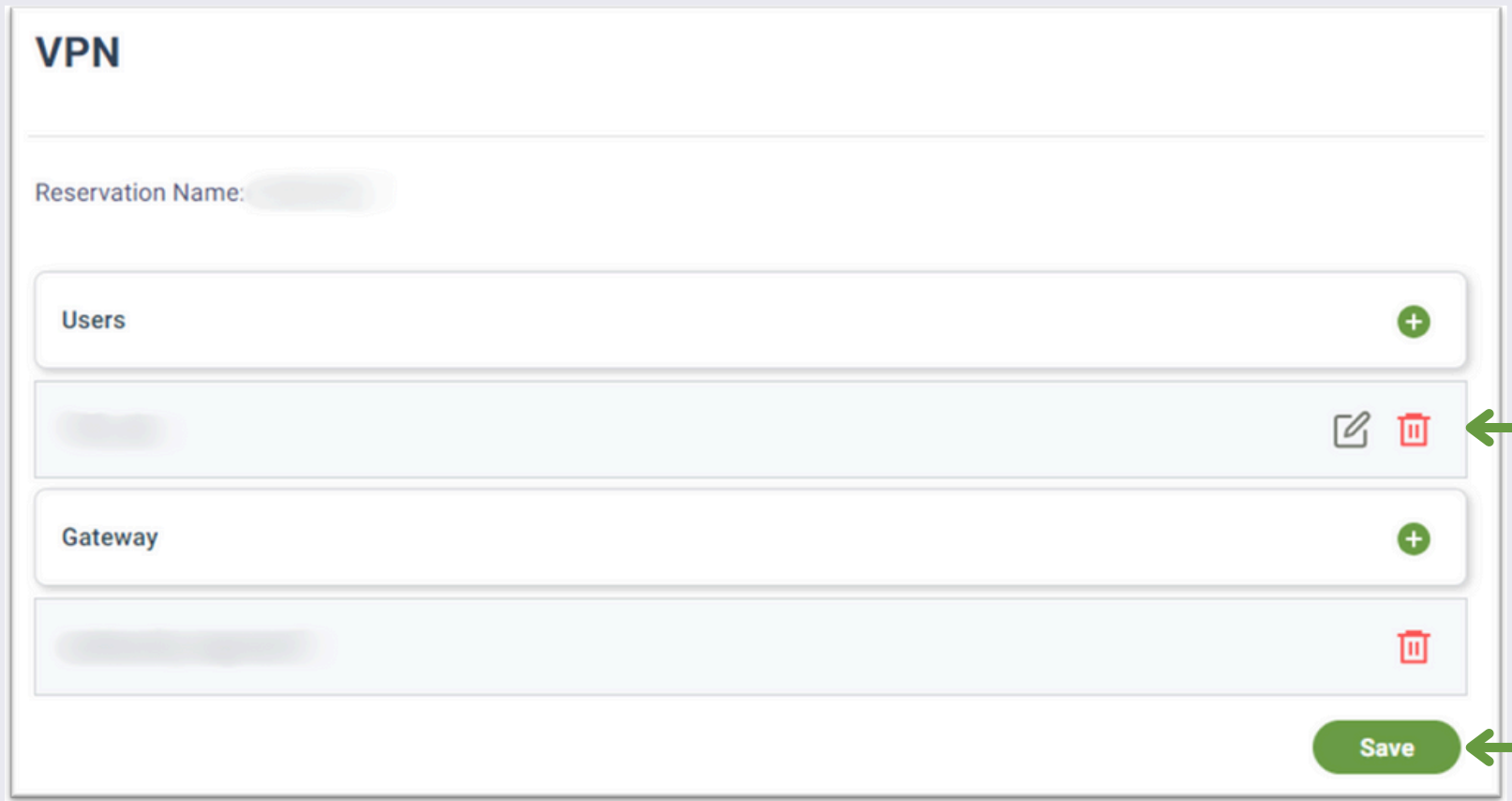
e.VPN:

1. ii. Edit an SSL/TLS VPN Connection:

1. Users:

b. Change a User's Password by clicking on the  sign next to the user. Enter the **new Password**, then click on **"Change Password"**, then click on **"Save"**.

***Note that you cannot delete a user if there are no other users*.**



The screenshot shows the VPN configuration interface. At the top, it says "VPN". Below that is a "Reservation Name:" field. There are two sections: "Users" and "Gateway". The "Users" section has a list of users, each with an edit icon (pencil) and a delete icon (trash). A green arrow points to the edit icon of the first user. The "Gateway" section has a list of gateways, each with a delete icon (trash). A green arrow points to the delete icon of the first gateway. At the bottom right, there is a green "Save" button with a green arrow pointing to it.


3-Organization

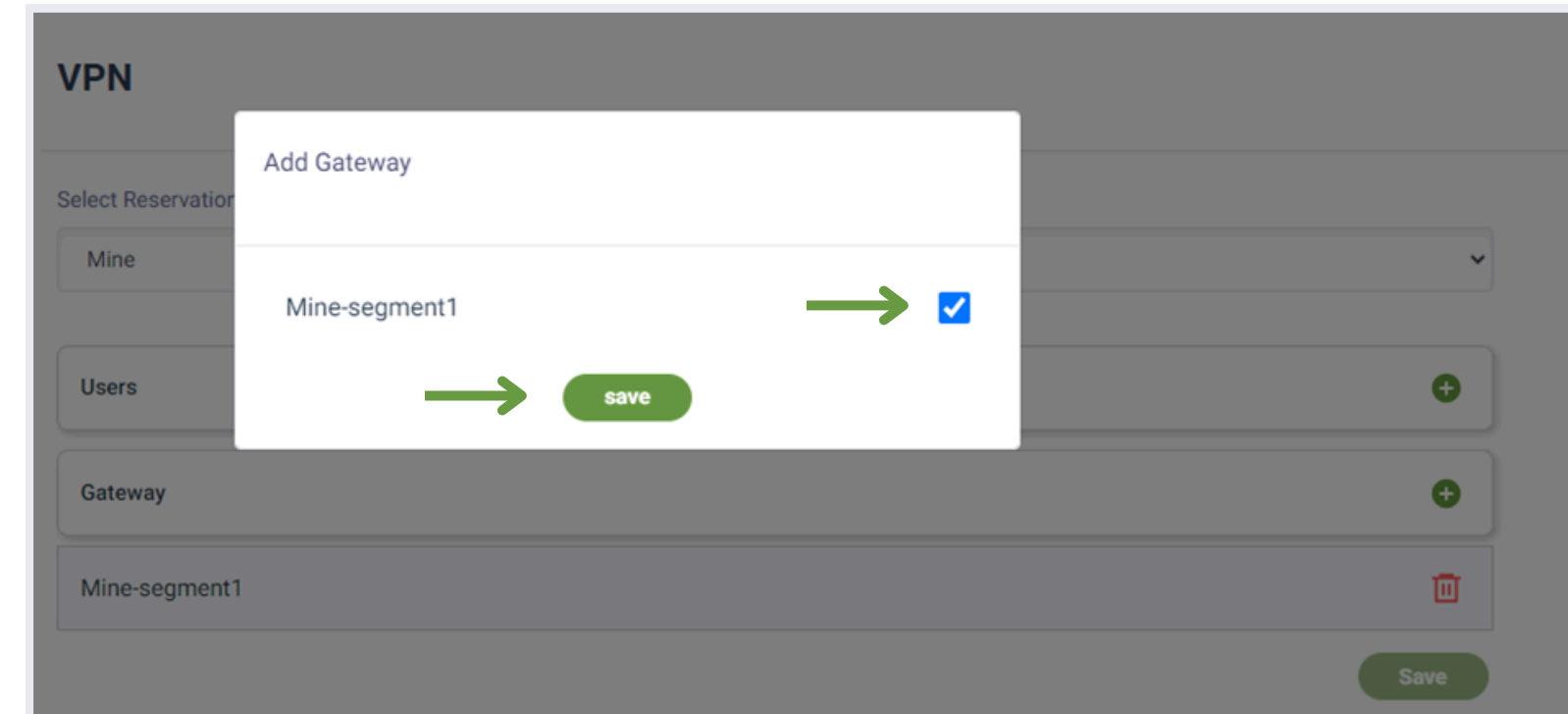
e.VPN:

1. ii. Edit an SSL/TLS VPN Connection:

2. Gateways:

a. You will be able to **Select/Unselect** a Gateway when you click on the “+” sign on the right, make your selection, then click on “**Add**”.


b. You can also **Delete** a Gateway by clicking on the  sign next to that Gateway, then as **always**, click on “**Save**”.




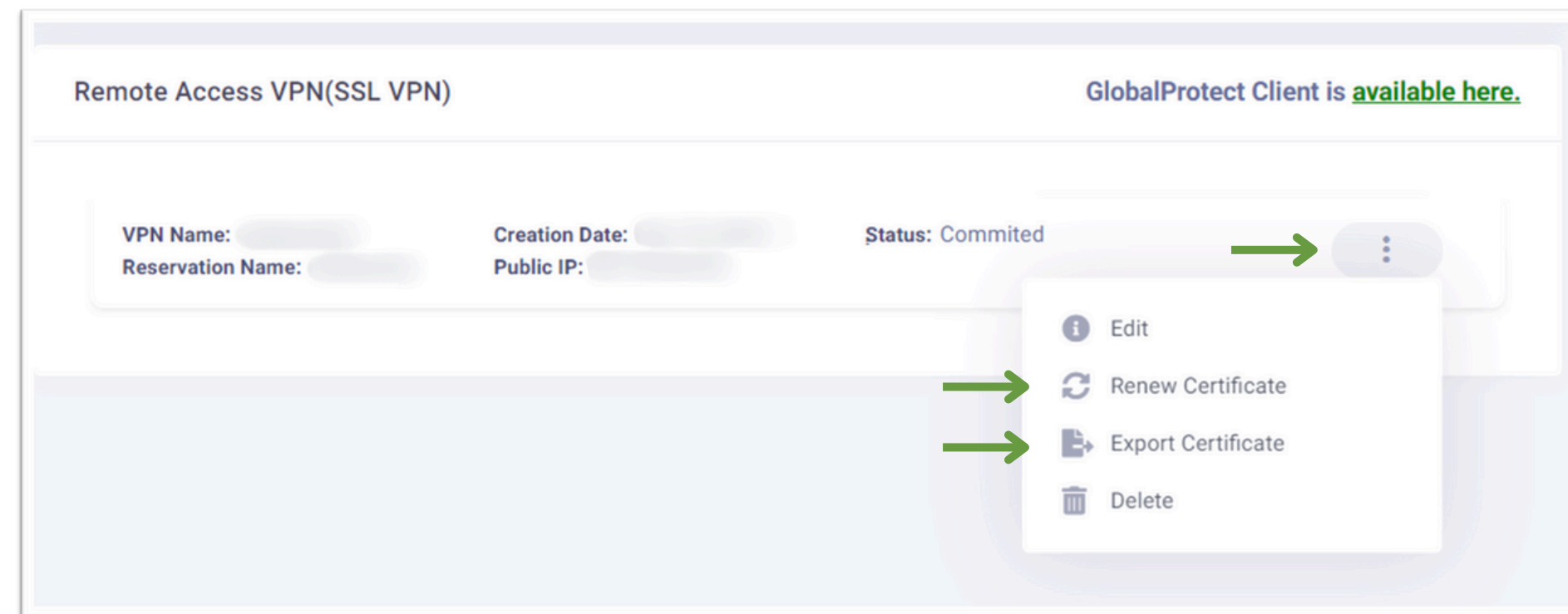
3-Organization

e.VPN:

1. iii. Renew/Export Certificate:

a. To **Renew** a **VPN Certificate**, click on the  sign on the right, then choose **“Renew a Certificate”**, however, please note that if you click on **“Confirm”**, the **old Certificate will no longer be valid**.


b. To **Export your VPN Certificate**, click on the  sign and choose **“Export Certificate”**, and it will be downloaded on your device.



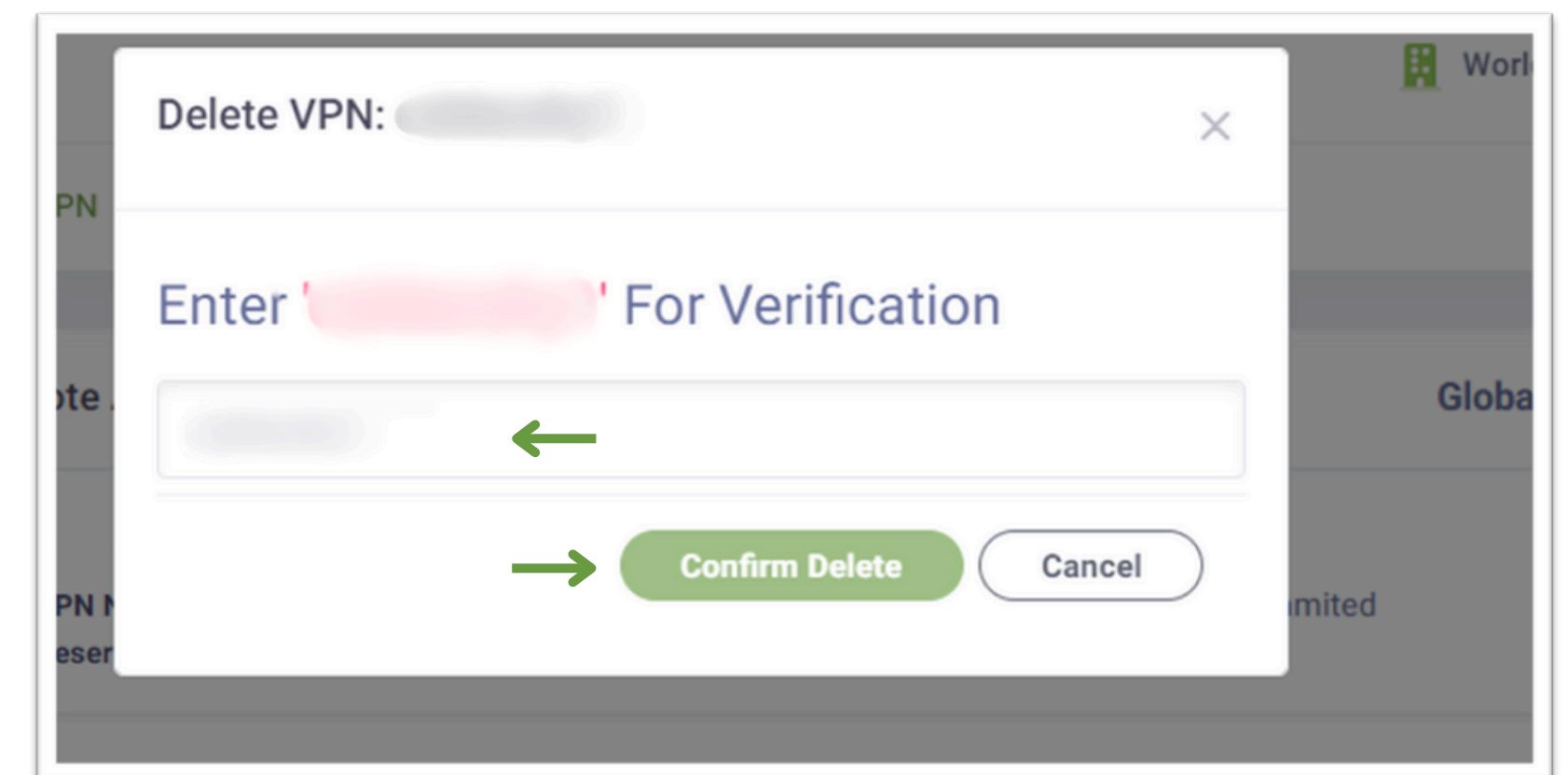
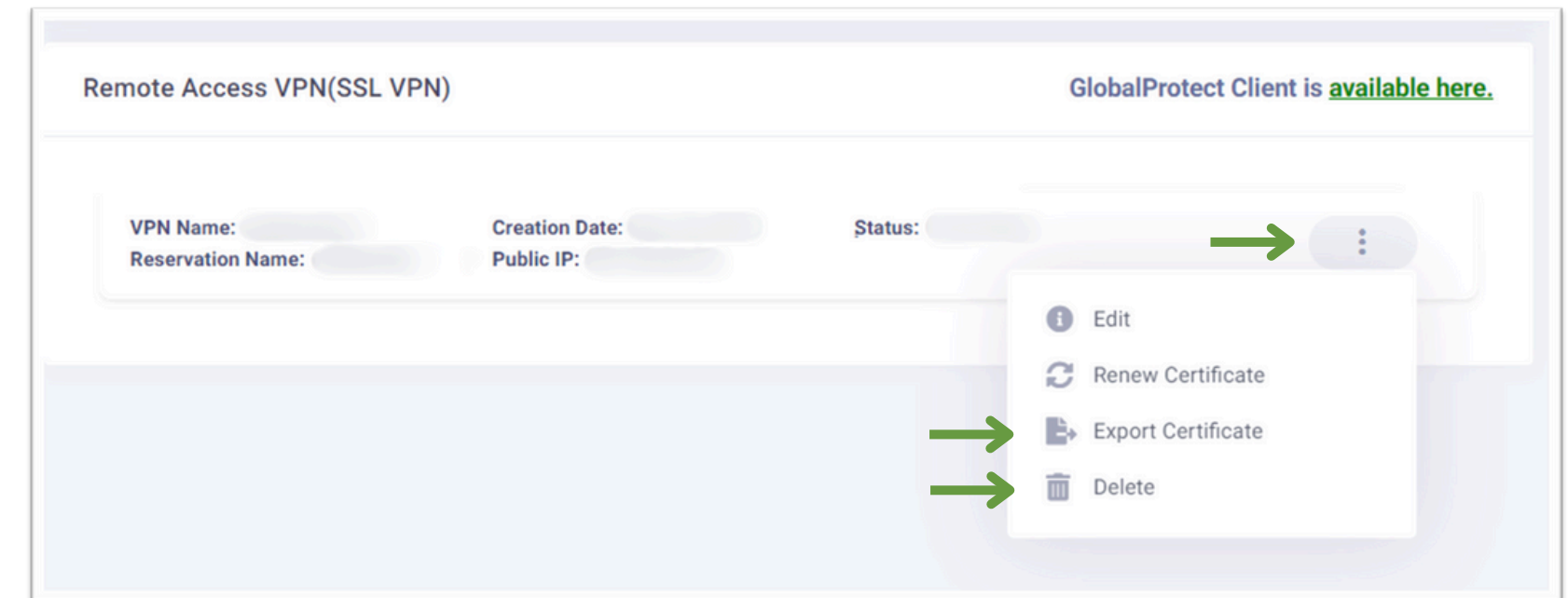
3-Organization

e.VPN:

1. iv. Delete an SSL/TLS VPN Connection:

To Delete a VPN, click on the  sign on the right, then choose **“Delete”** then **Copy & Paste the Name of the VPN** you want to delete then click on **“Confirm Delete”**.

****Always copy the name of the item you are trying to delete to guarantee error-free operations.****

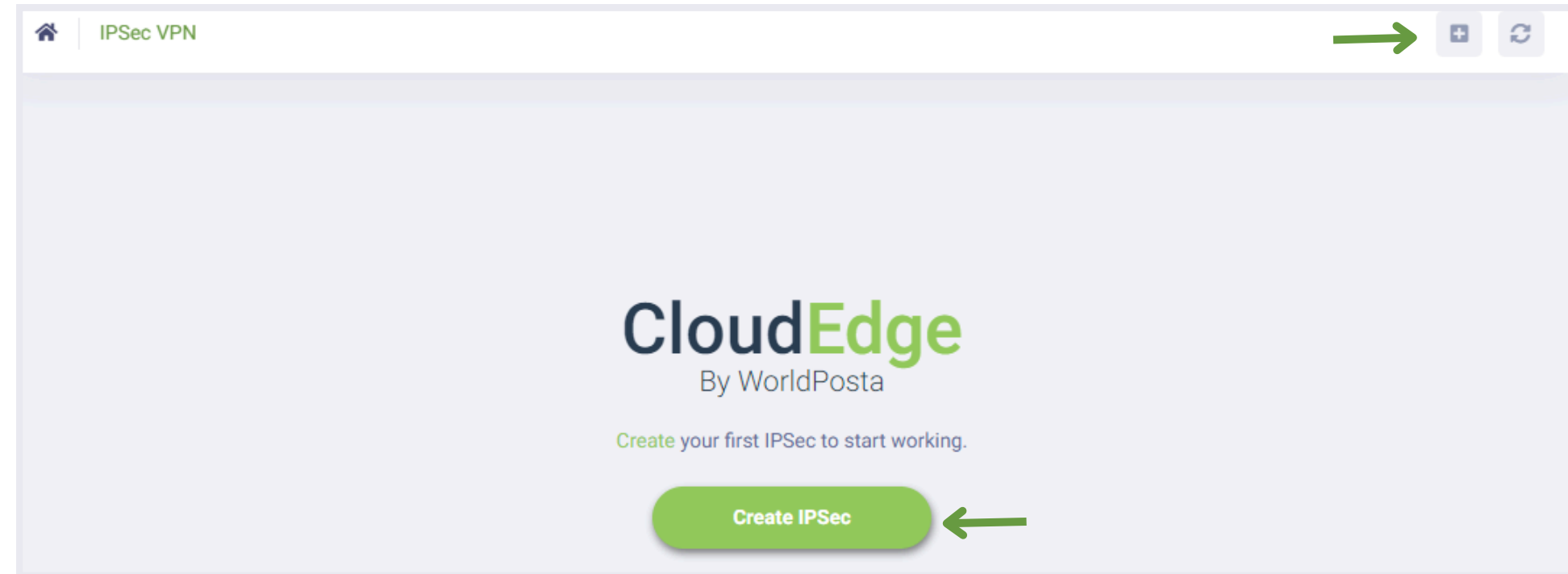


3-Organization

e. VPN:

2. i. Add a new IPSec VPN Connection:

To **Add** a new VPN, click on **“Create VPN”** or click on the **“+”** sign at the **top-right corner**.



Add IPSec VPN

General :

Name * Pre-shared Key * Reservation *

End-Points :

Public IPs * Please Choose Reservation First Local Subnets *

Remote Address Ip * Remote Subnets *

IKE Profile :

Version * Encryption * Digest *

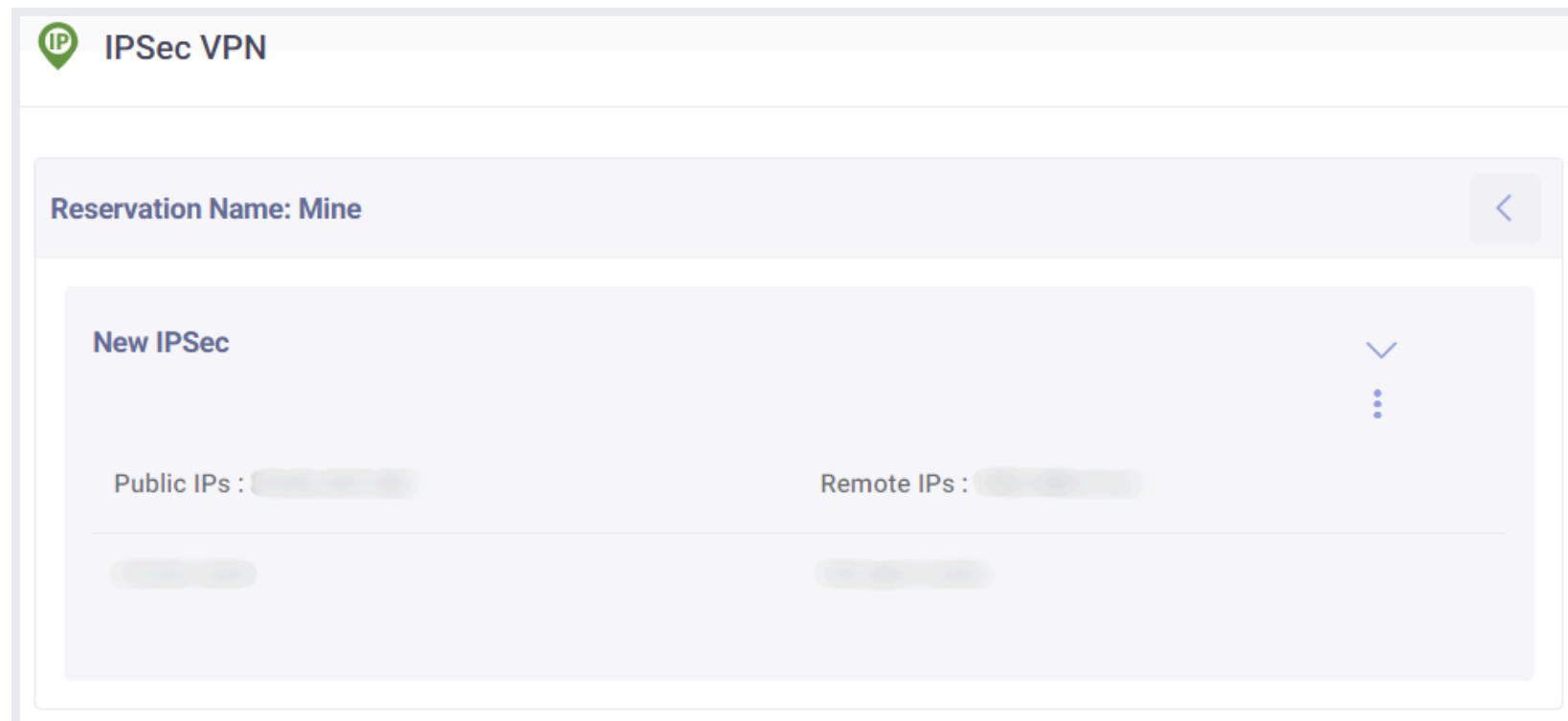
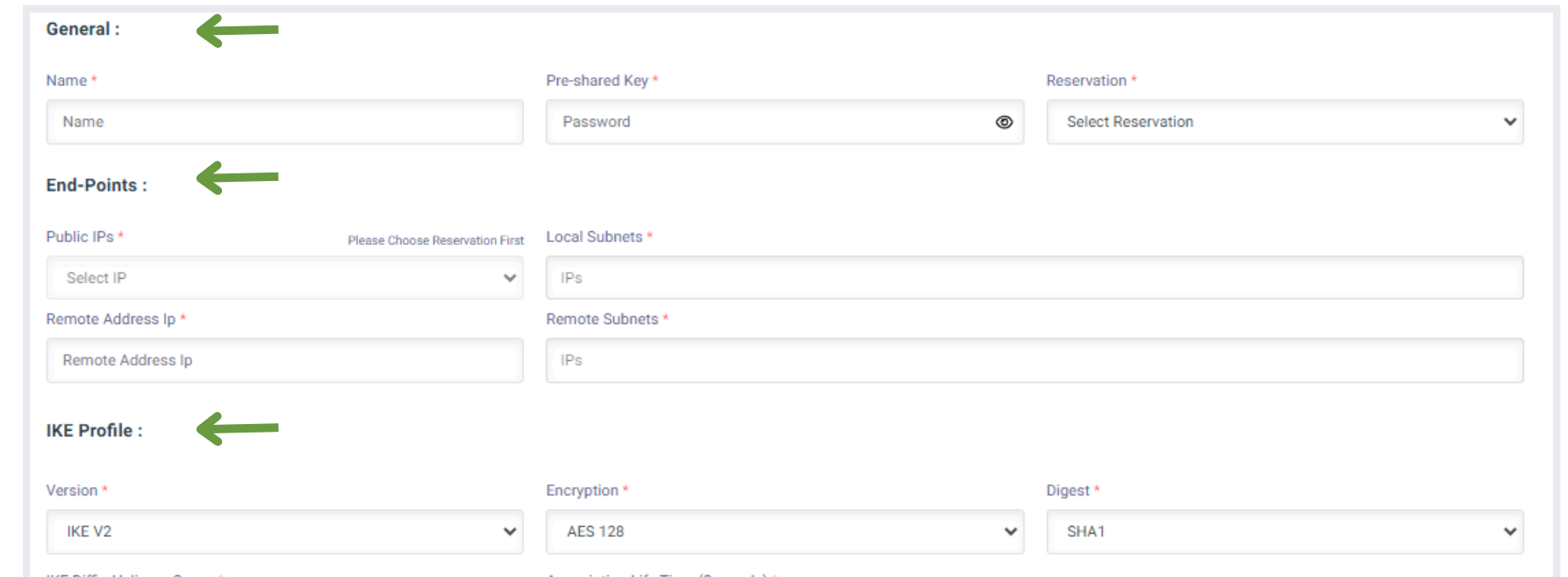
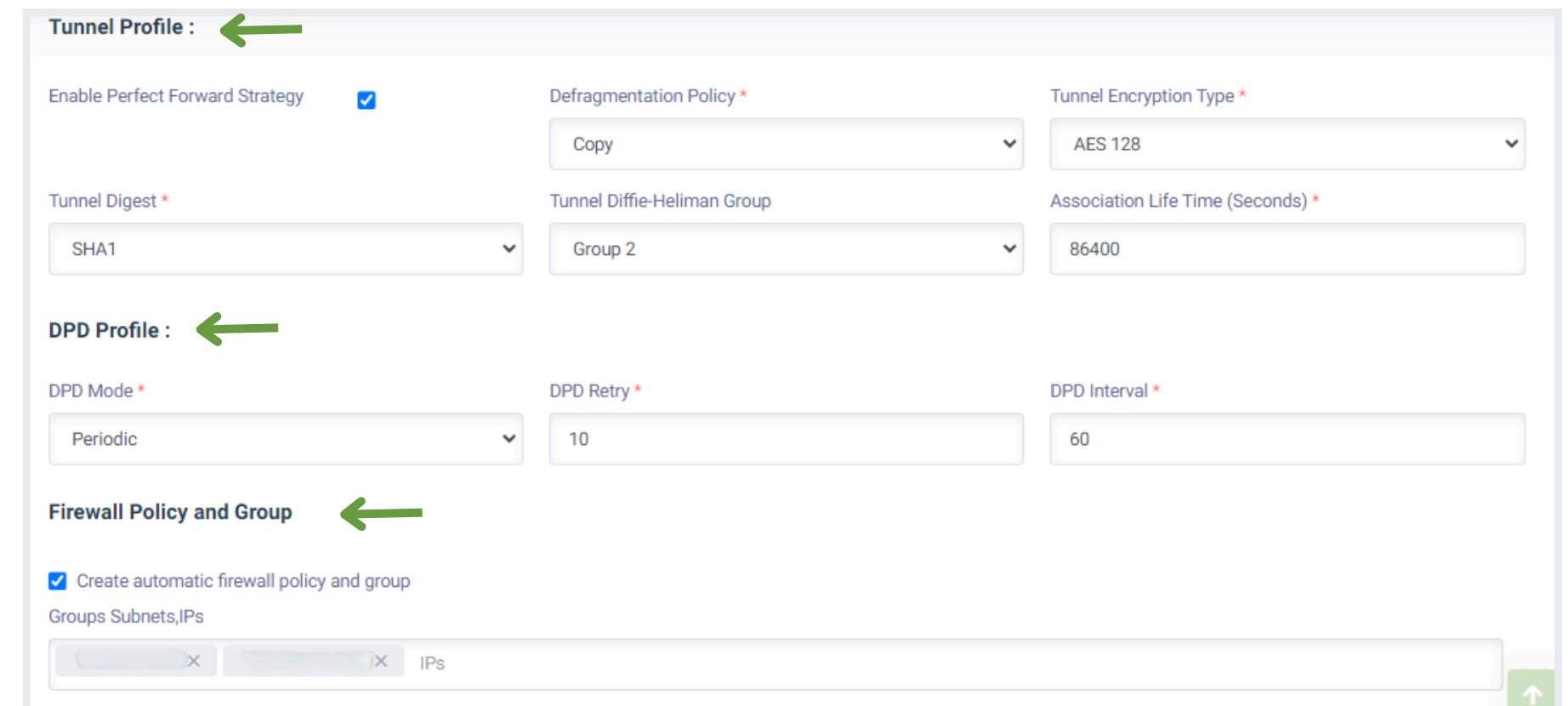
IKE Diffie-Hellman Group * Association Life Time (Seconds) *

3-Organization

e. VPN:

2. i. Add a new IPSec VPN Connection:


Now fill in the following: **General, End-Points, IKE Profile, Tunnel Profile, DPD Profile, and Firewall Policy and Group** for your VPN and click on **“Add”**.

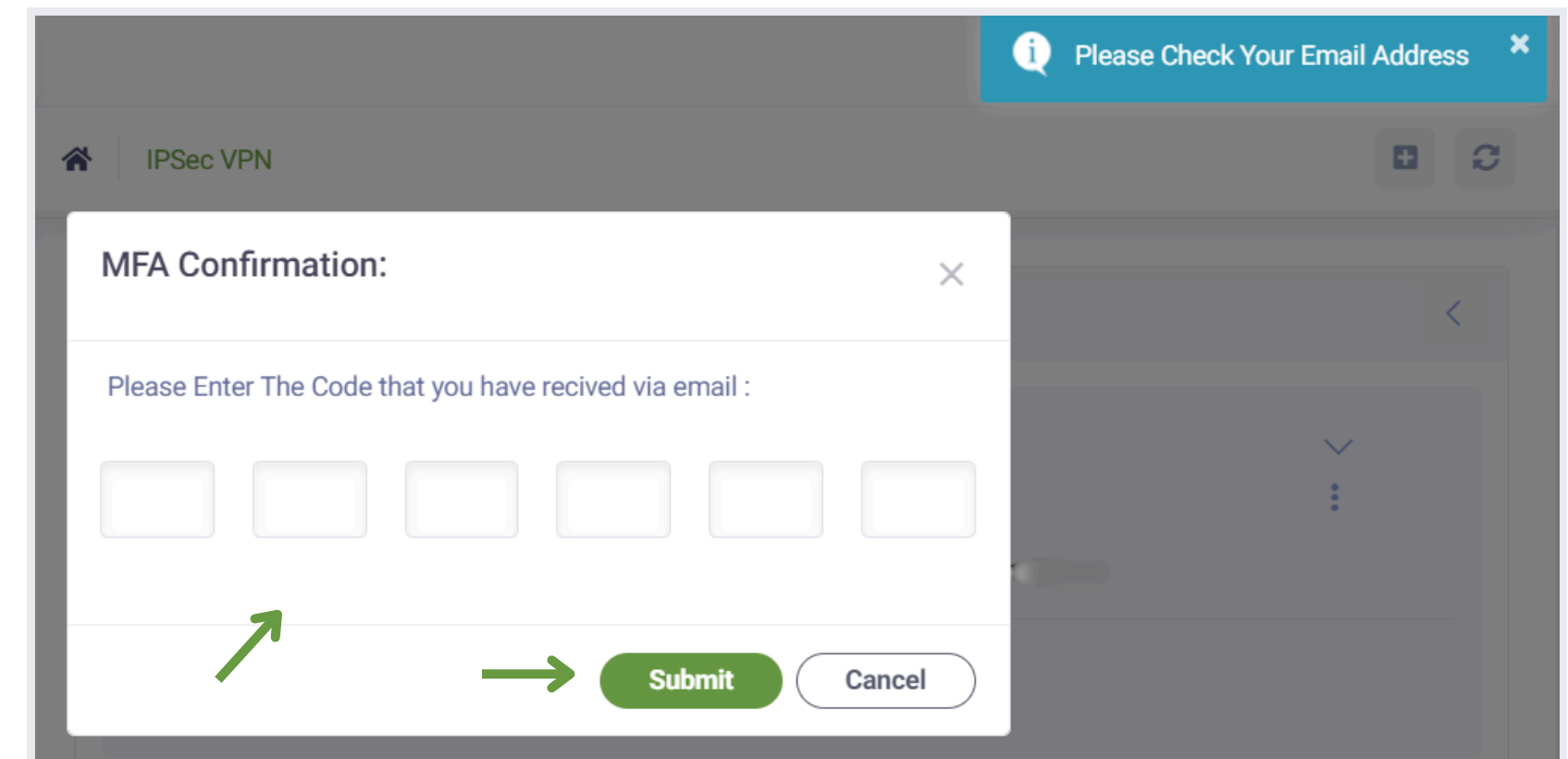
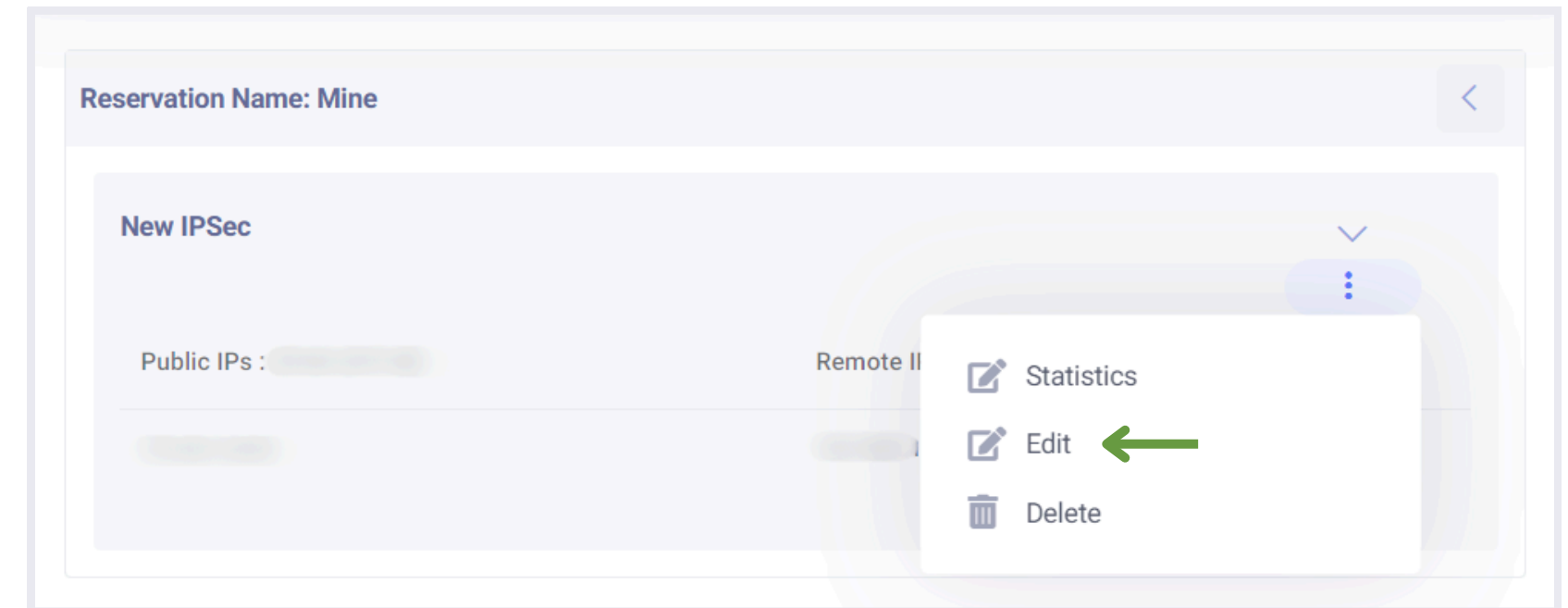
3-Organization

e.VPN:

2. i. Edit an IPSec VPN Connection:

To Edit a **VPN**, click on the  sign on the right, then choose **"Edit"**, you will then need to enter a 6-digit code you will receive on your **email**, then click on **"Submit"**.


After entering the code, you will find the same information you had during the creation process which you can edit, just make sure you click on **"Update"** once you're done



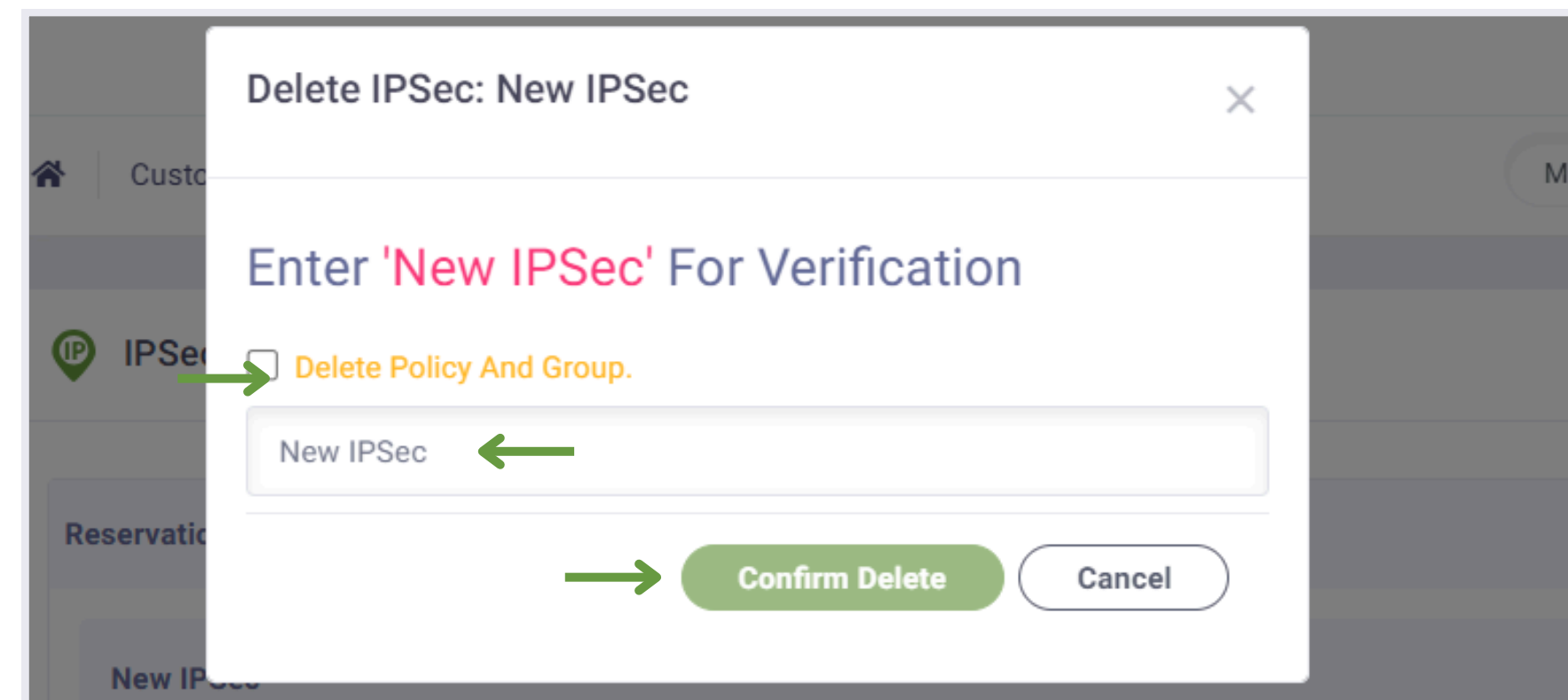
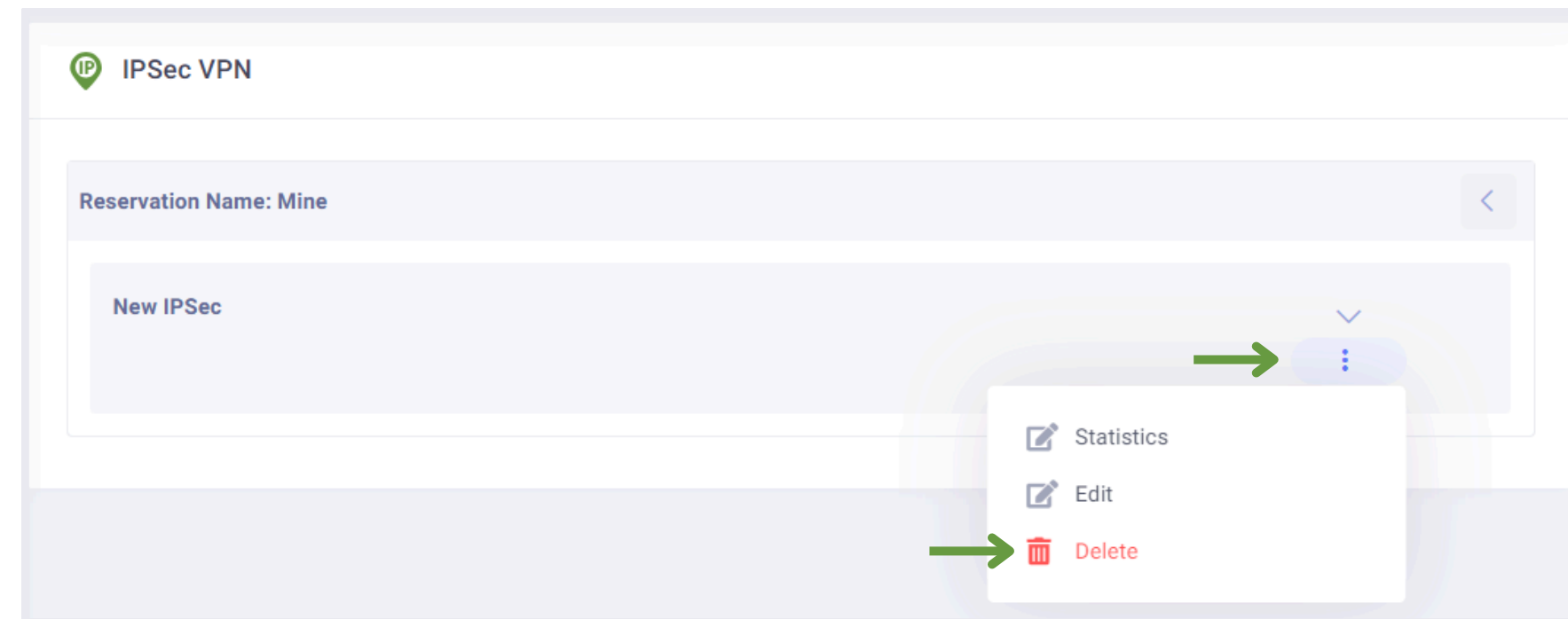
3-Organization

e.VPN:

2. iii. Delete an IPSec VPN Connection:

To Delete a VPN, click on the  sign on the right, then choose **“Delete”** then **Copy & Paste the Name** of the **VPN** you want to delete then click on **“Confirm Delete”**. You can also choose whether to delete the Policy and Group associated to the VPN, by checking the box next to them.


****Always copy the name of the item you are trying to delete to guarantee error-free operations.****

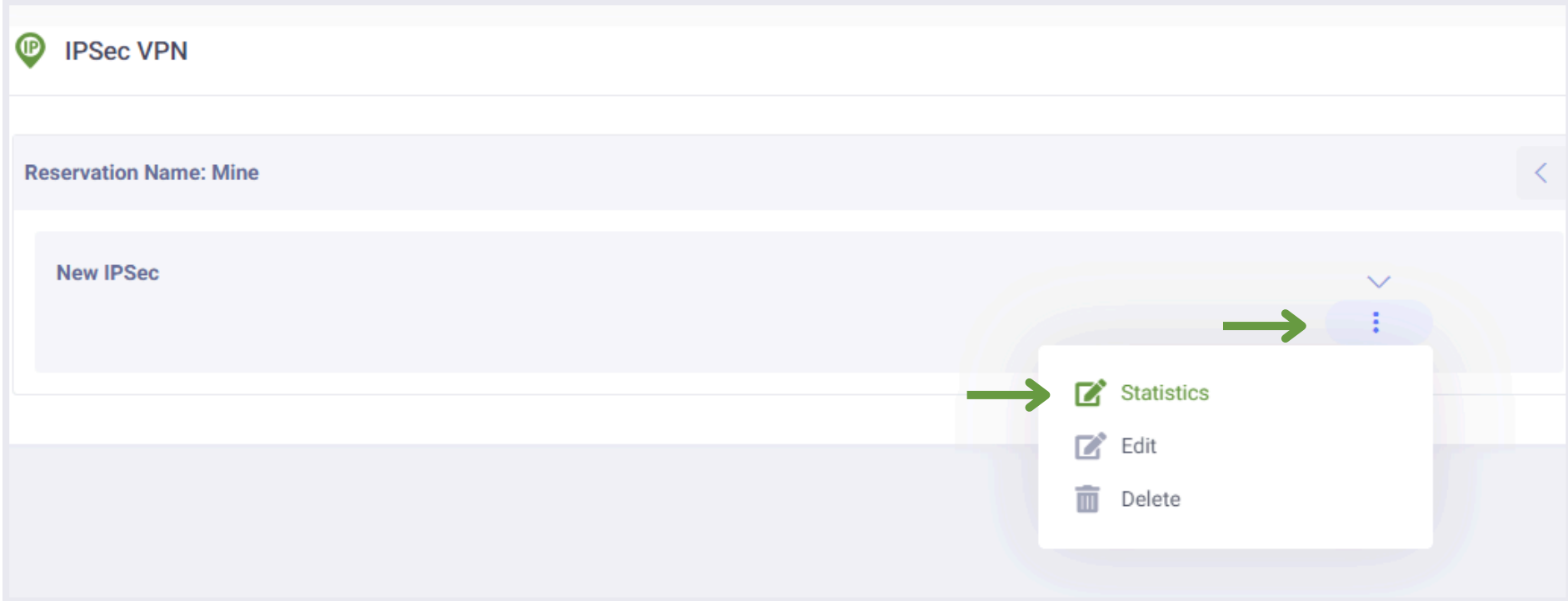


3-Organization

e.VPN:

2. iv. Statistics on an IPSec VPN Connection:

To check the traffic statistics/status on an IPSec VPN connection, click on the  sign on the right, then choose **“Statistics”**, you will find information on the VPN connection.

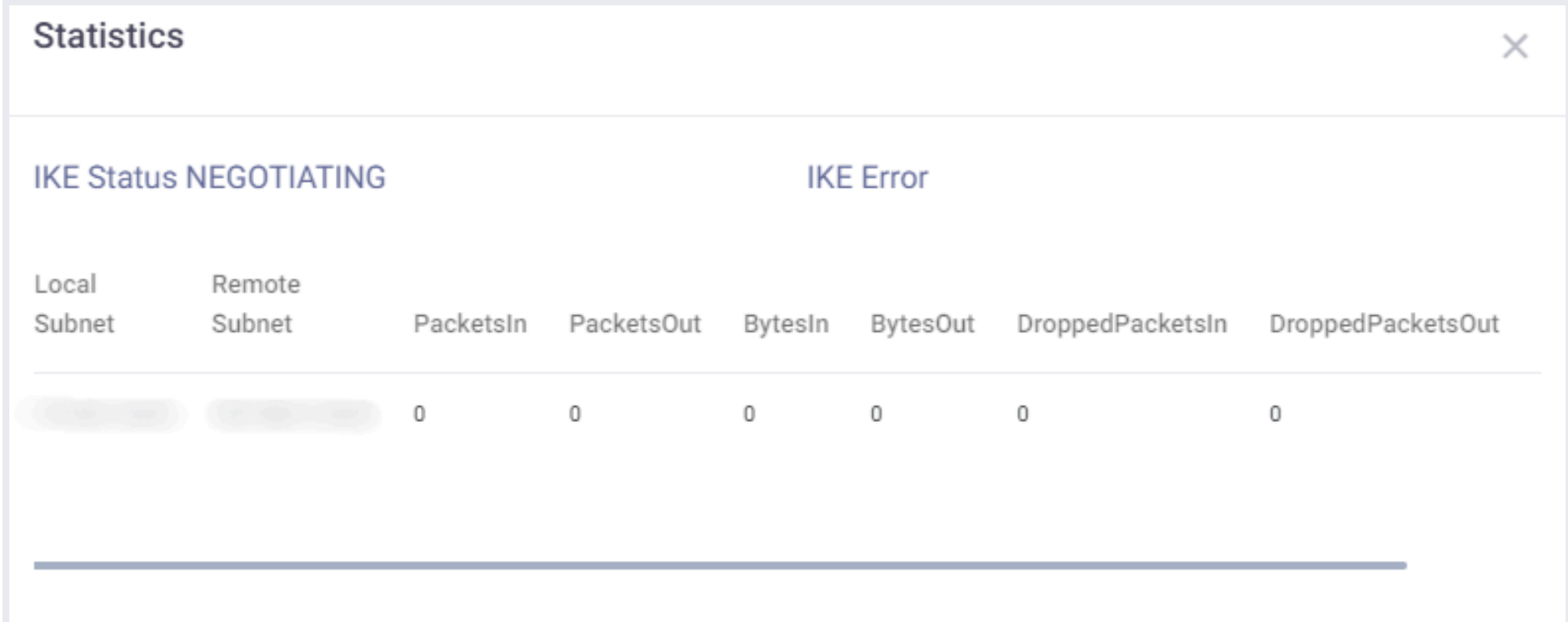


IPSec VPN

Reservation Name: Mine

New IPSec

- Statistics
- Edit
- Delete



Statistics

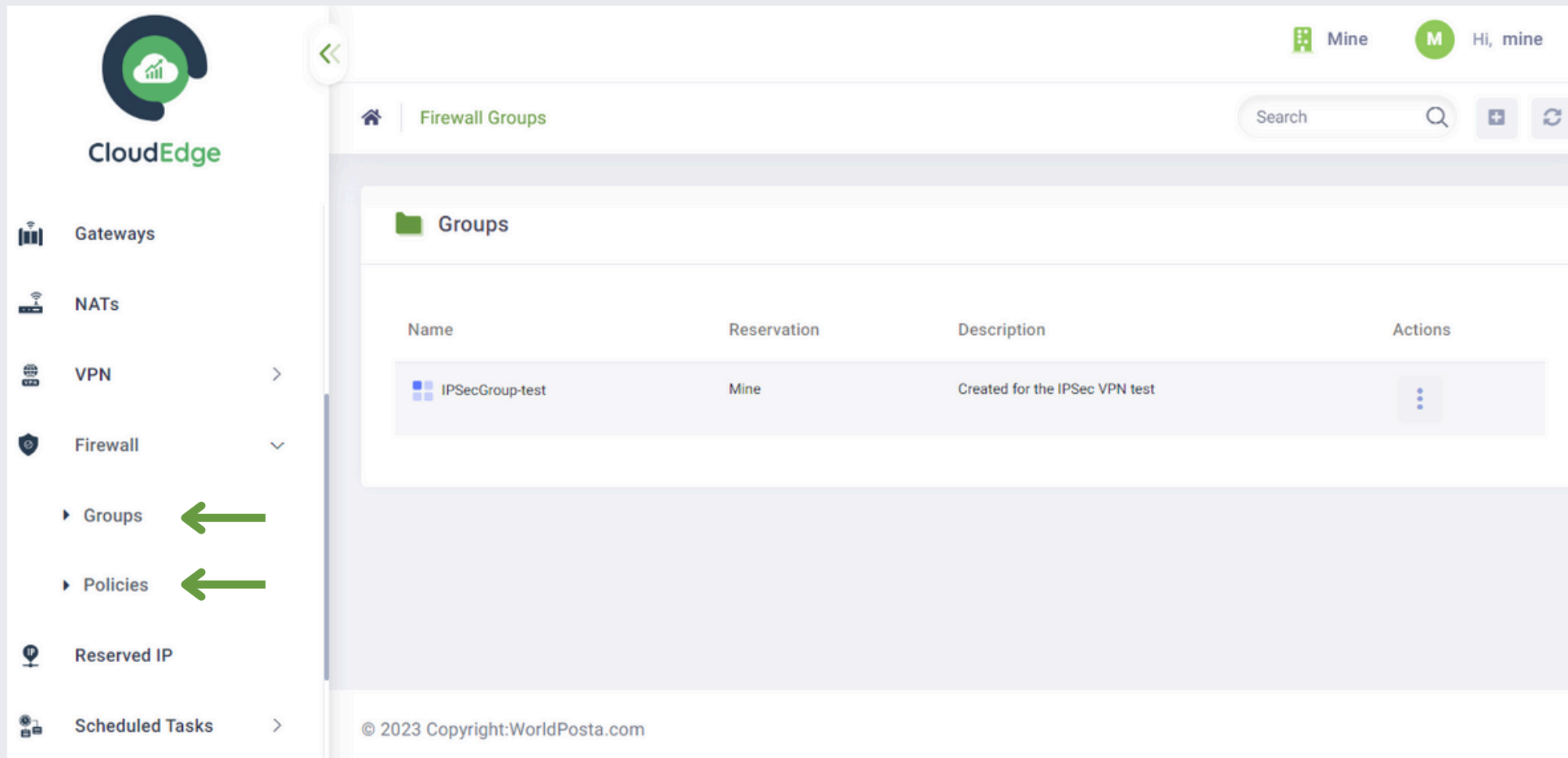
IKE Status NEGOTIATING

Local Subnet	Remote Subnet	PacketsIn	PacketsOut	BytesIn	BytesOut	DroppedPacketsIn	DroppedPacketsOut
		0	0	0	0	0	0

3-Organization

f. Firewall:

in this tab, you can manage **Groups** and **Policies** related to network firewall settings. This allows you to **define** and **control access** rules, by specifying which connections and communication are **permitted** and which are **restricted** or **blocked**.



The screenshot displays the CloudEdge management console for Firewall Groups. The left sidebar contains a navigation menu with the following items: Gateways, NATs, VPN, Firewall (expanded), Groups, Policies, Reserved IP, and Scheduled Tasks. The main content area shows a table of Firewall Groups. The table has columns for Name, Reservation, Description, and Actions. A single group named 'IPSecGroup-test' is listed with reservation 'Mine' and description 'Created for the IPSec VPN test'. Green arrows point to the 'Groups' and 'Policies' items in the sidebar.

Name	Reservation	Description	Actions
IPSecGroup-test	Mine	Created for the IPSec VPN test	⋮

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3-Organization

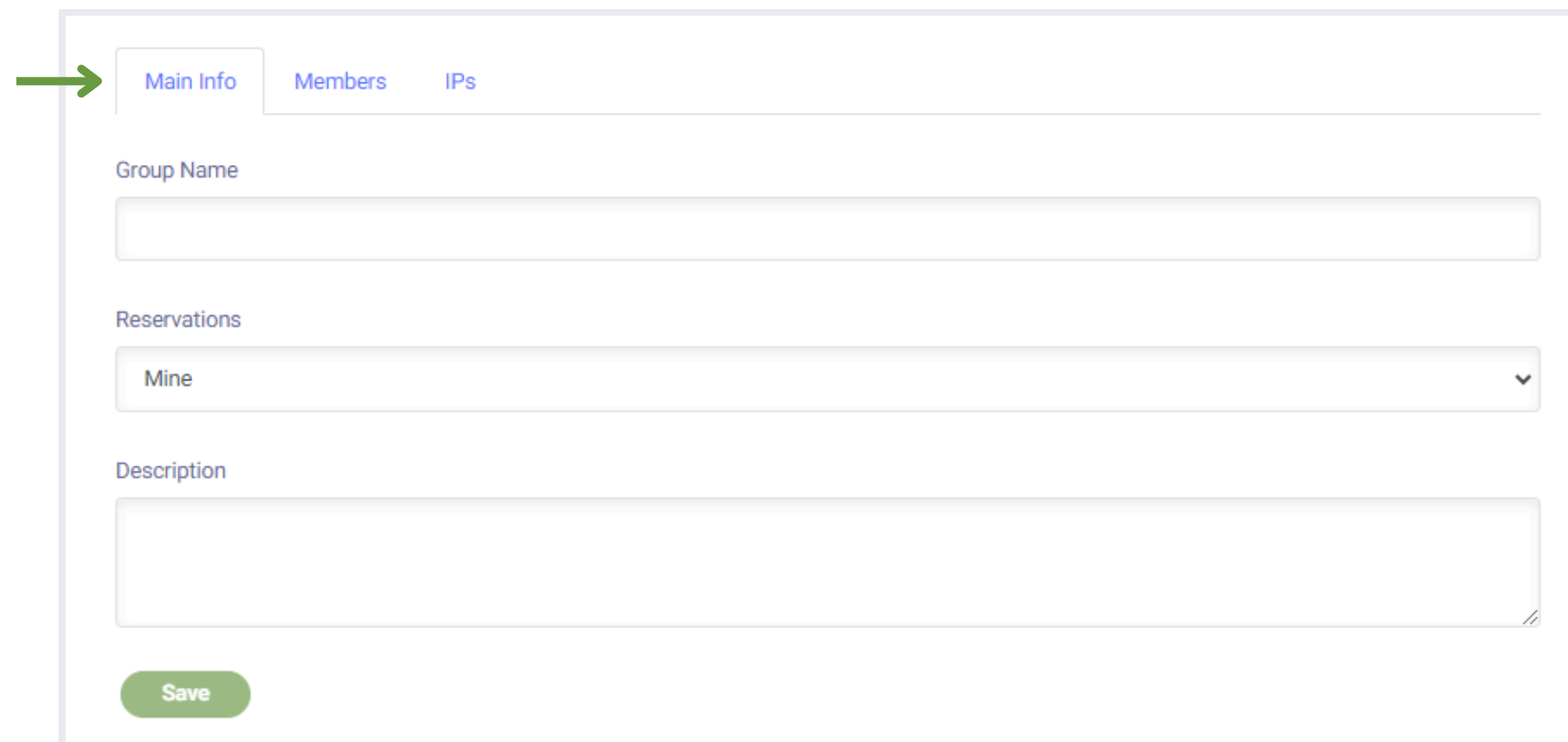
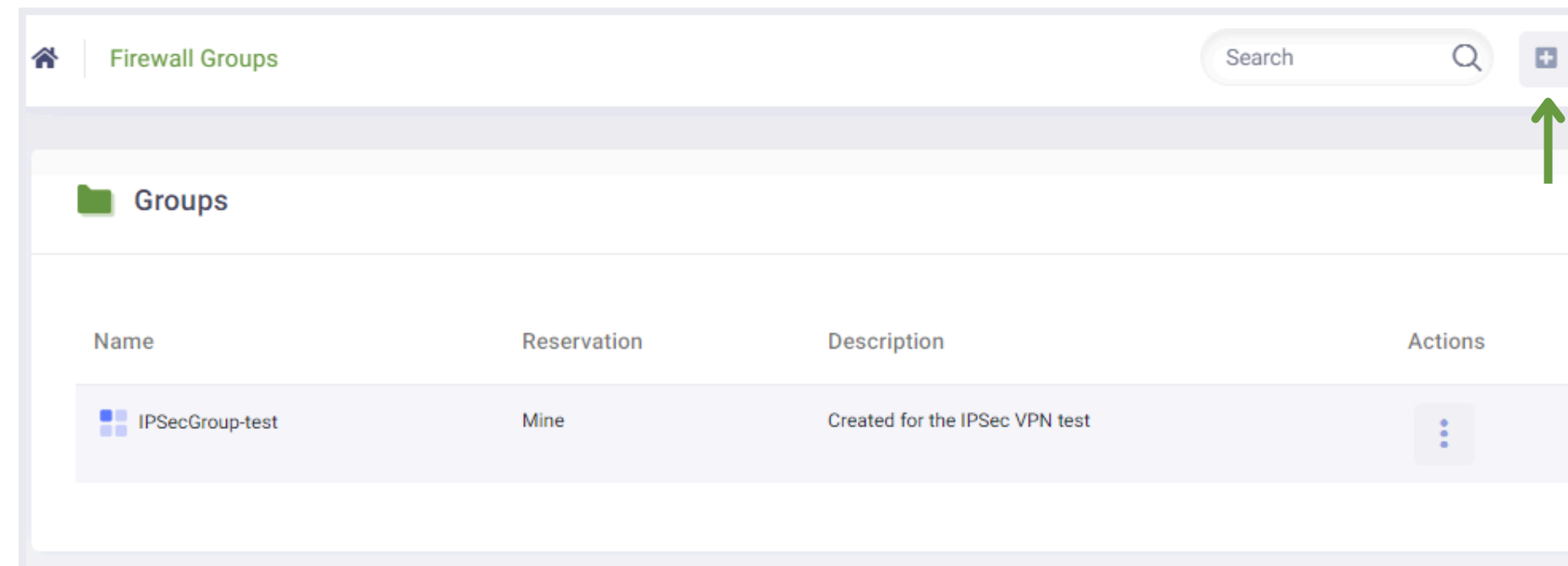
f. Firewall:

i. Groups:

Manage your groups by **Creating** , **Editing**, or **Deleting** them:

1. **Create** a new **Firewall** Group:

To **Create** a new **Firewall group**, click on the “+” sign at the top-right corner, this will open the Group’s properties. Within the “**Main Info**” tab, you can define the Group's name, indicate the **Reservations** to which it will be added, and provide a Description, then click on “**Save**”.



The screenshot shows the 'Main Info' tab of the Firewall Group creation form. A green arrow points to the 'Main Info' tab. The form includes fields for Group Name, Reservations (a dropdown menu), and Description (a text area). A 'Save' button is at the bottom.

Group Name:

Reservations:

Description:

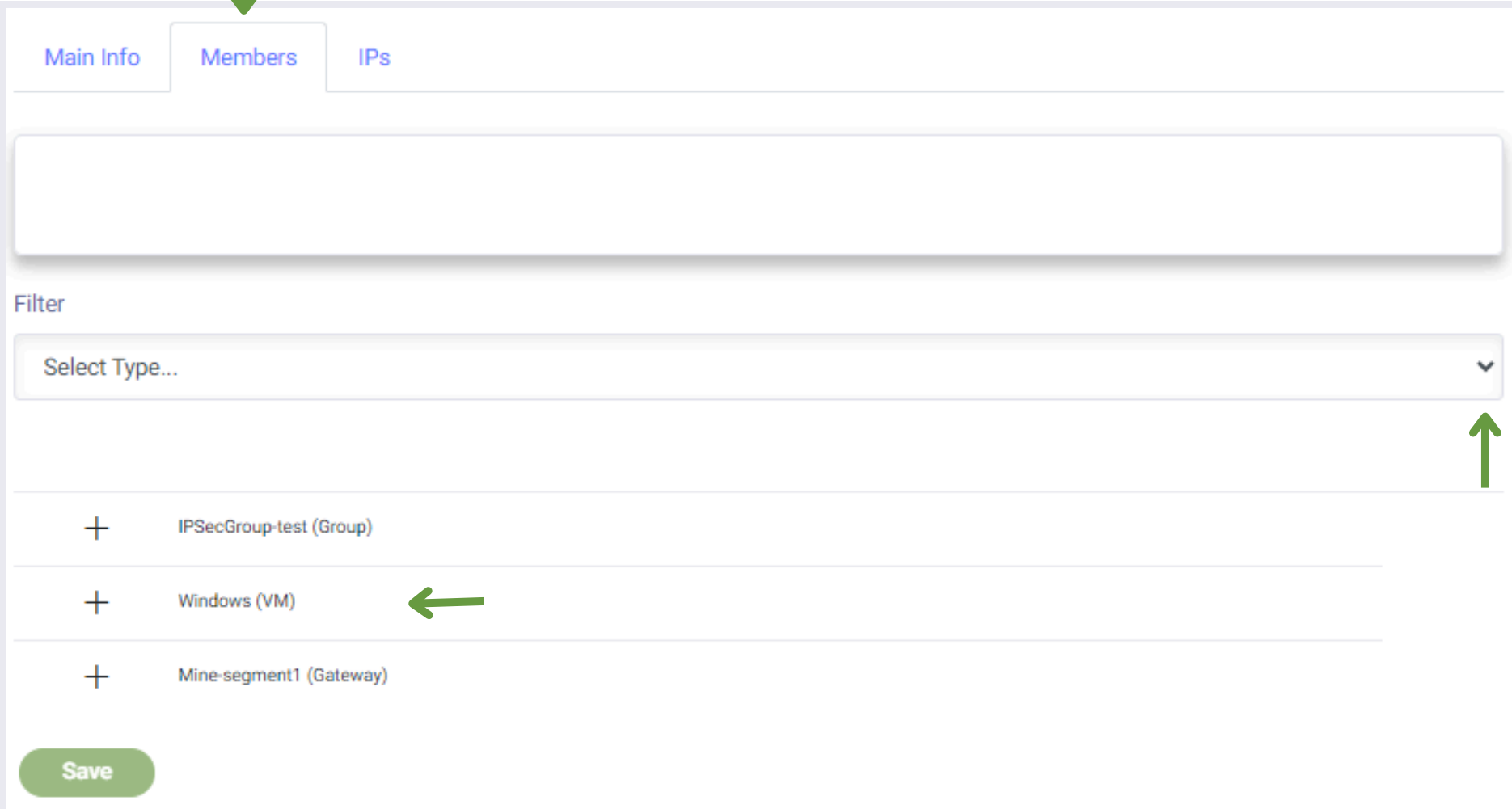
3-Organization

f. Firewall:

i. Groups:

1. Create a new Firewall Group:

in the **Members tab**, you can **Add members** to the group and **filter** them by **VM**, **Gateway**, or **other Groups**, then click on **“Save”**.



Main Info Members IPs

Filter

Select Type...

+ IPSecGroup-test (Group)

+ Windows (VM)

+ Mine-segment1 (Gateway)

Save

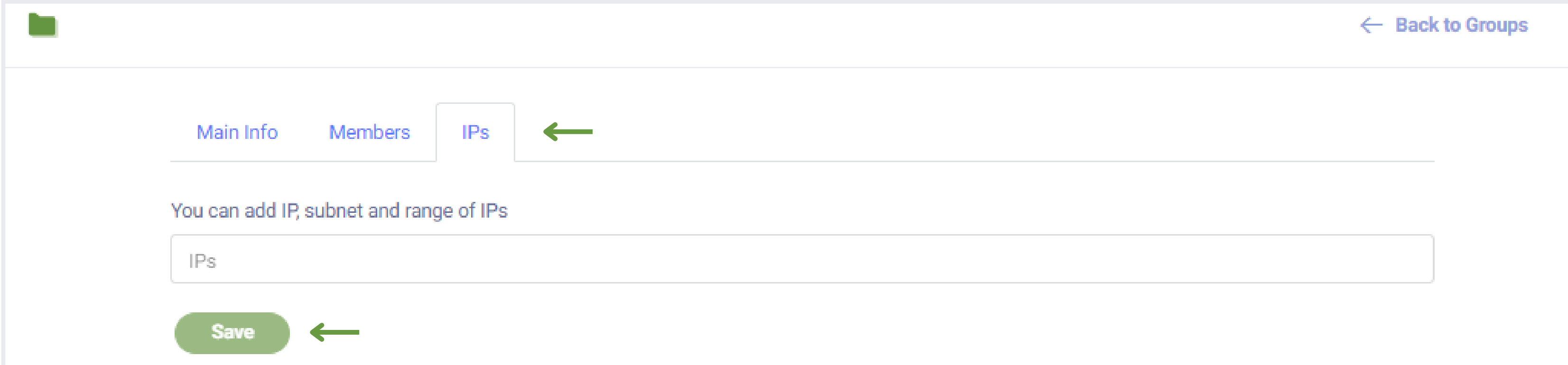
3-Organization

f. Firewall:

i. Groups:

1. Create a new Firewall Group:

in the **IPs tab**, you can Include specific **IP addresses**, **subnets**, or **IP ranges**, then click on **"Save"**.




The screenshot shows a web interface for configuring a Firewall Group. At the top right, there is a link labeled "← Back to Groups". Below this, there are three tabs: "Main Info", "Members", and "IPs". The "IPs" tab is selected, and a green arrow points to it from the right. Below the tabs, there is a text prompt: "You can add IP, subnet and range of IPs". Underneath this prompt is a large, empty text input field labeled "IPs". At the bottom left of the form, there is a green "Save" button with a green arrow pointing to it from the right.

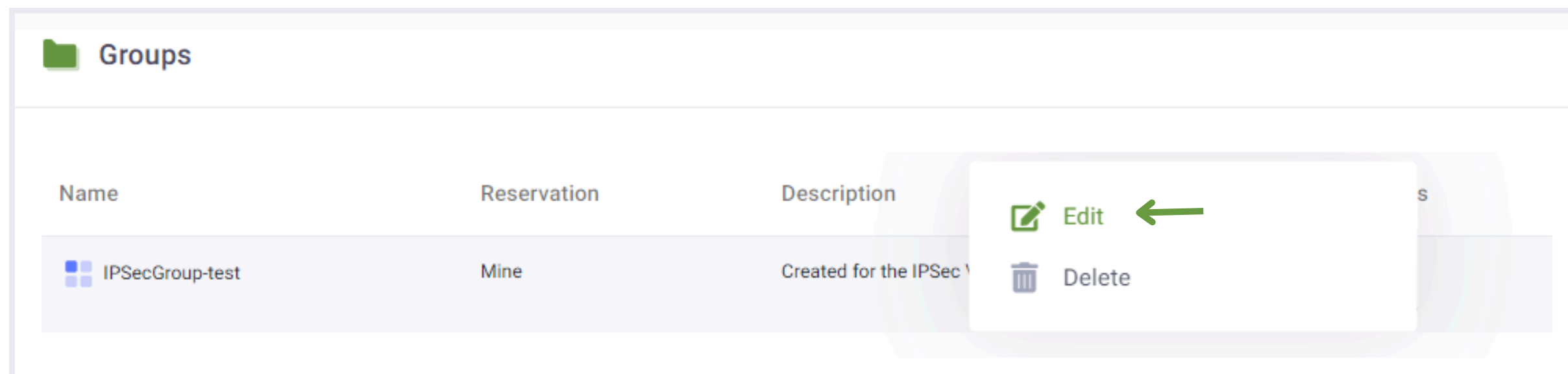
3-Organization

f. Firewall:

i. Groups:

2. Edit a Firewall Group:

To **Edit** a Firewall Group, click on the  sign, then choose **"Edit"**, this will open the Group's properties, allowing you to make changes. Afterward, click **"Save"** to apply the changes.




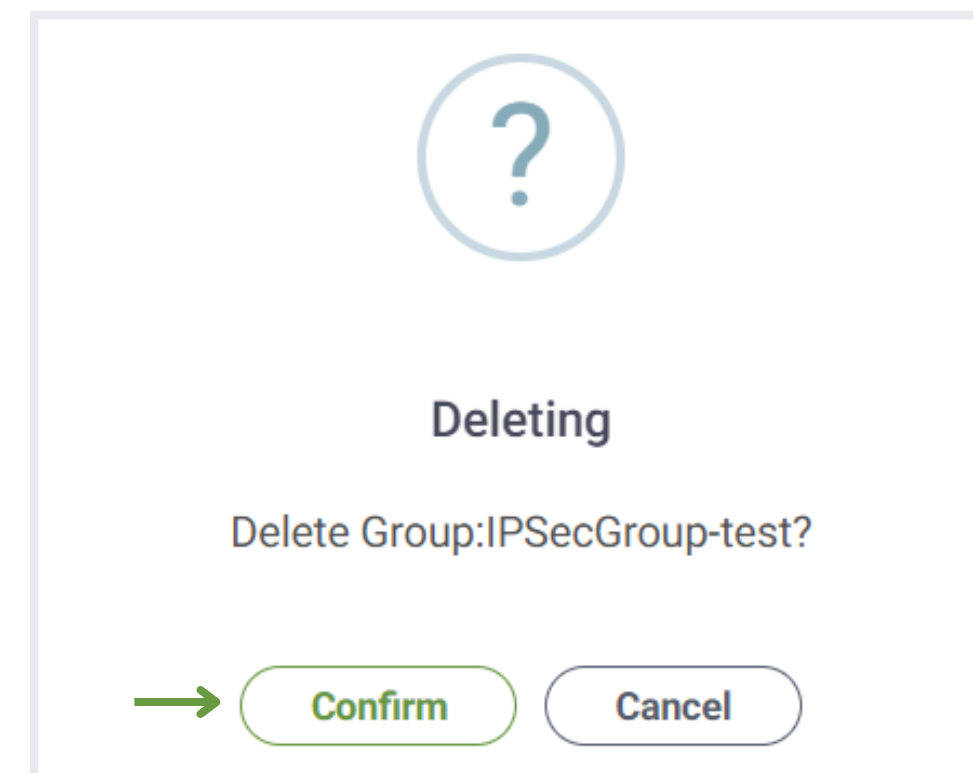
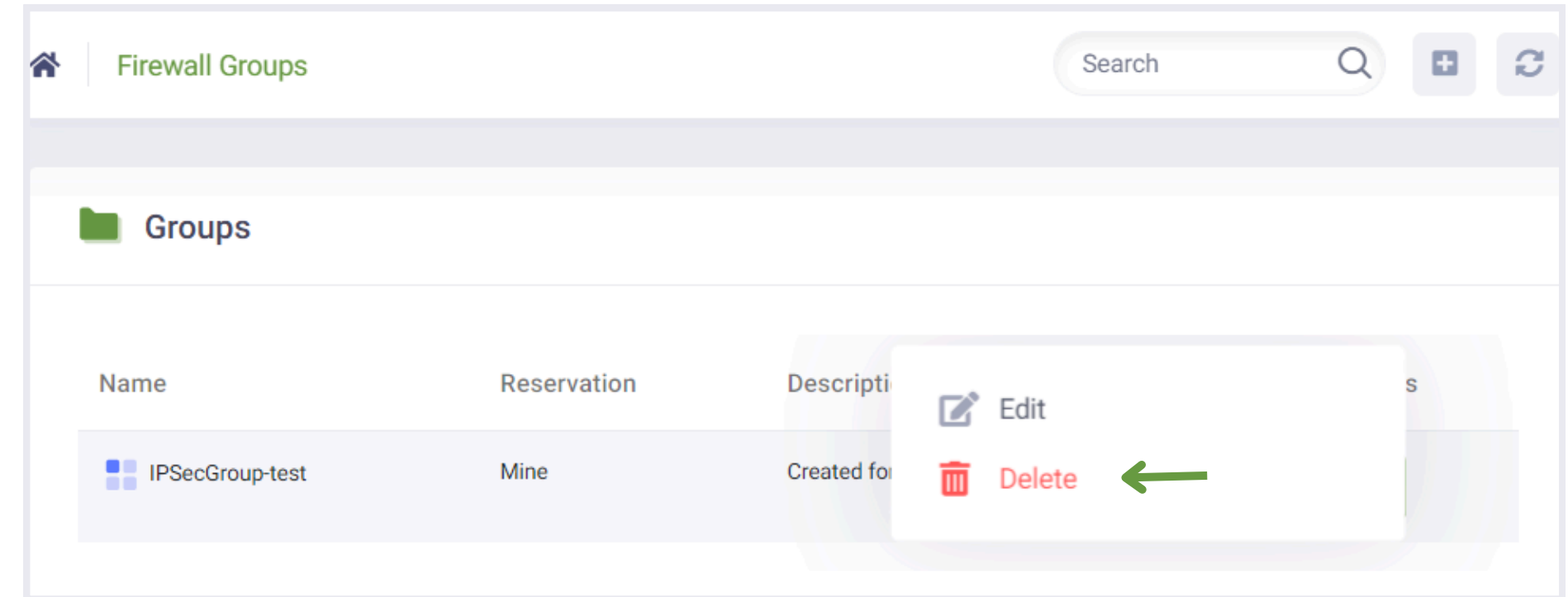
3-Organization

f. Firewall:

i. Groups:

3. Delete a Firewall Group:

To Delete a Firewall Group, click on the  sign, then choose **“Delete”**, then click on **“Confirm”**.

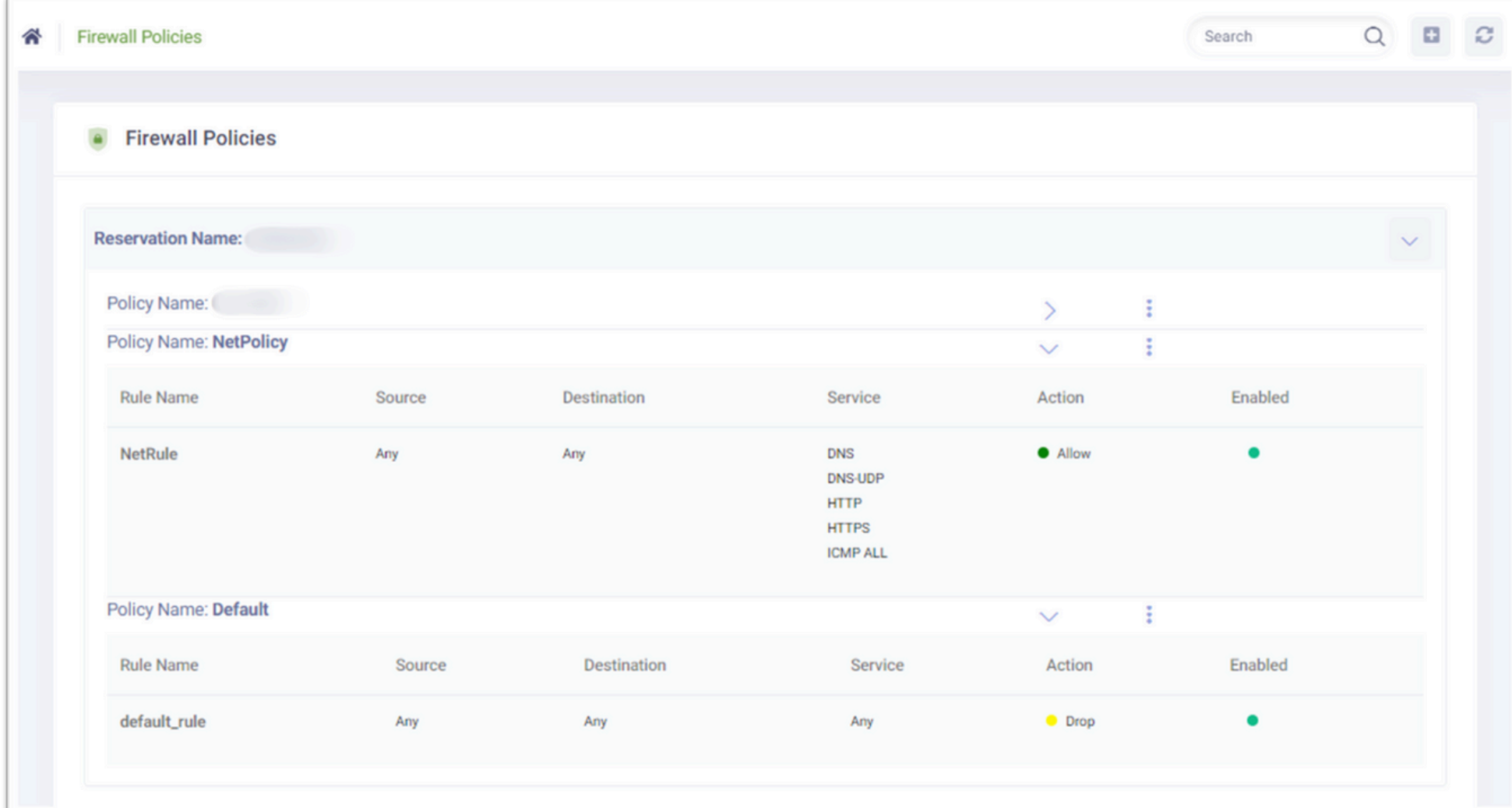


3-Organization

f. Firewall:

ii. Policies:

This tab allows you to **View, Search** For, and **Edit Your Firewall Policies**, where you can specify the machine to which you want to apply your Policy and define the type of **Rules** you wish to implement.



Reservation Name: [dropdown]

Policy Name: [dropdown] > ⋮

Policy Name: **NetPolicy** > ⋮

Rule Name	Source	Destination	Service	Action	Enabled
NetRule	Any	Any	DNS DNS-UDP HTTP HTTPS ICMP ALL	● Allow	●

Policy Name: **Default** > ⋮

Rule Name	Source	Destination	Service	Action	Enabled
default_rule	Any	Any	Any	● Drop	●

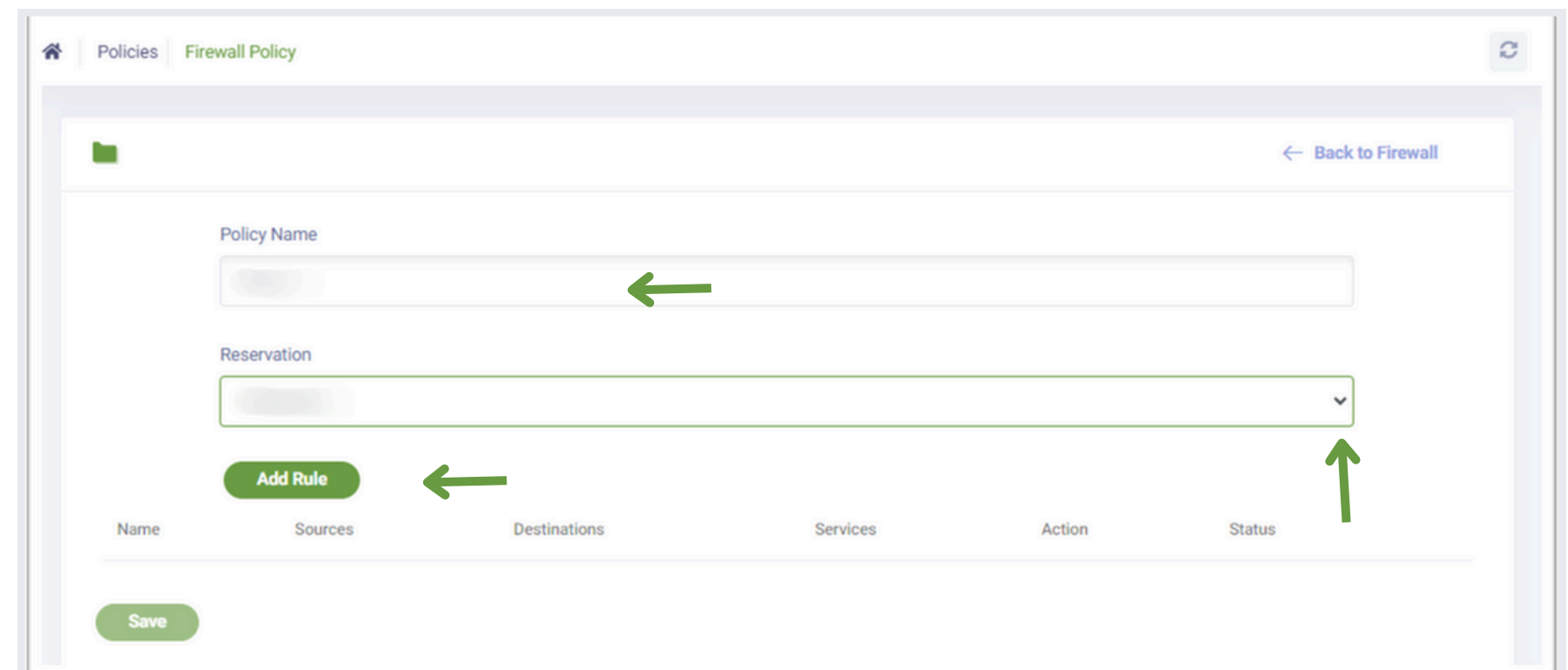
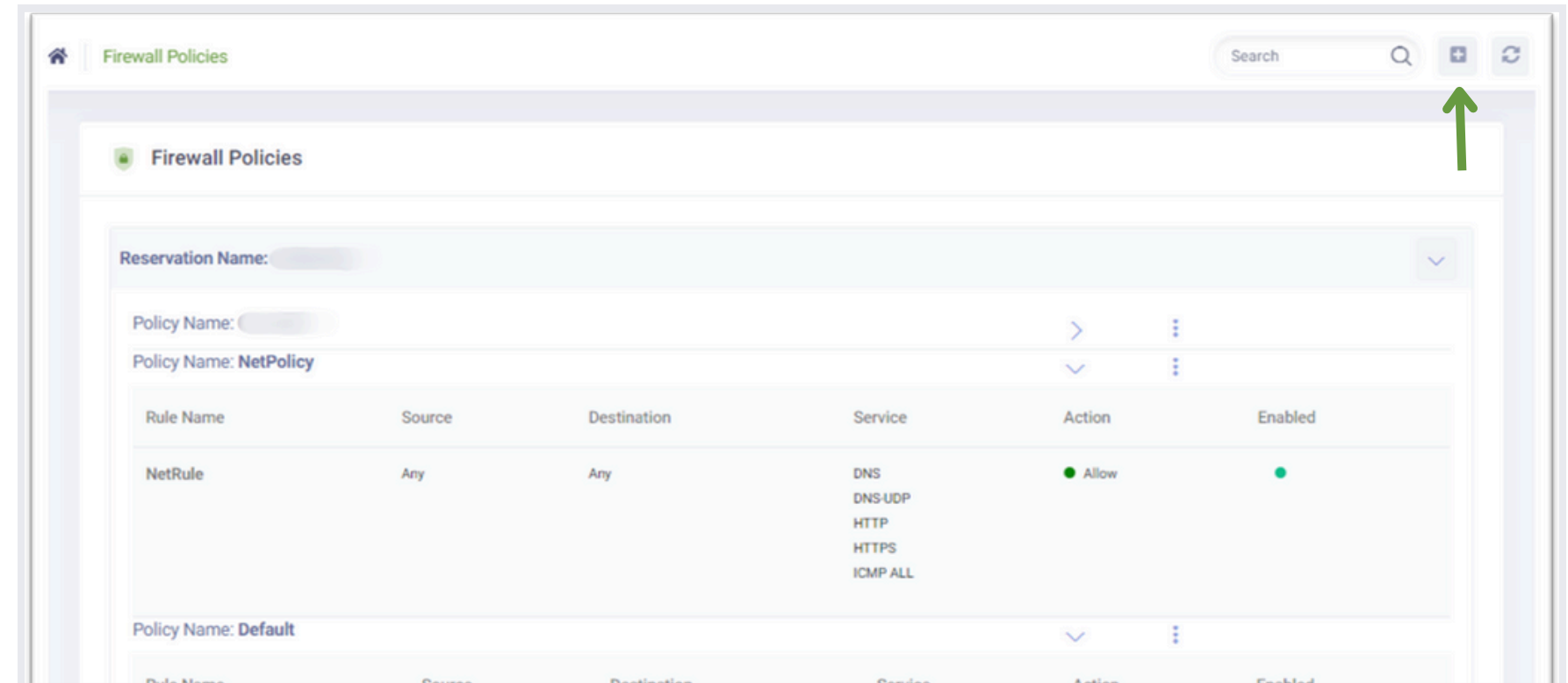
3-Organization

f. Firewall:

ii. Policies:

1. Create a New Policy:

To **Create** a new Firewall policy, click on the **“+” sign**, this will open the Policy’s properties. You can now enter the **Policy name** and choose the **Reservation** you’re applying this policy on, then click on **“Add Rule”**.



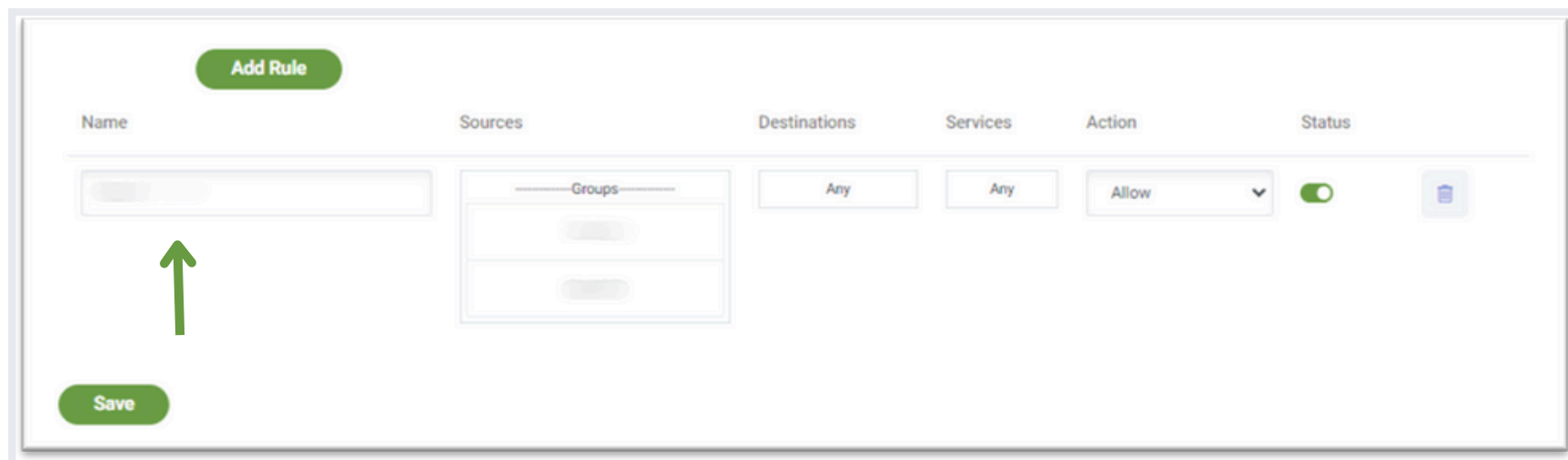
3-Organization

f. Firewall:

ii. Policies:

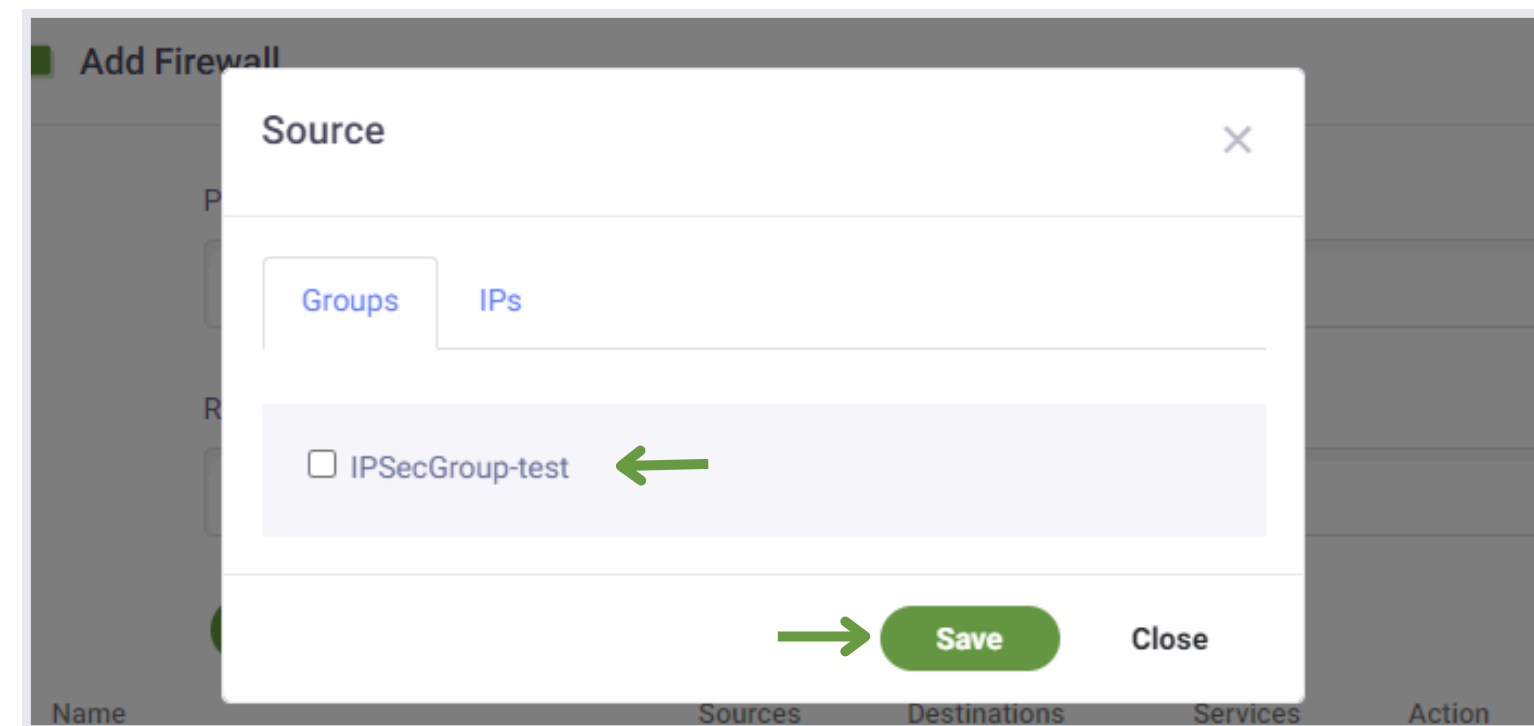
1. Create a New Policy:

Now you can Enter a **name** for the Rule, choose the **Source Group** or Groups and **Private IPs** that you will have this rule applied to, then make sure to click **“Save”** after you’re finished.



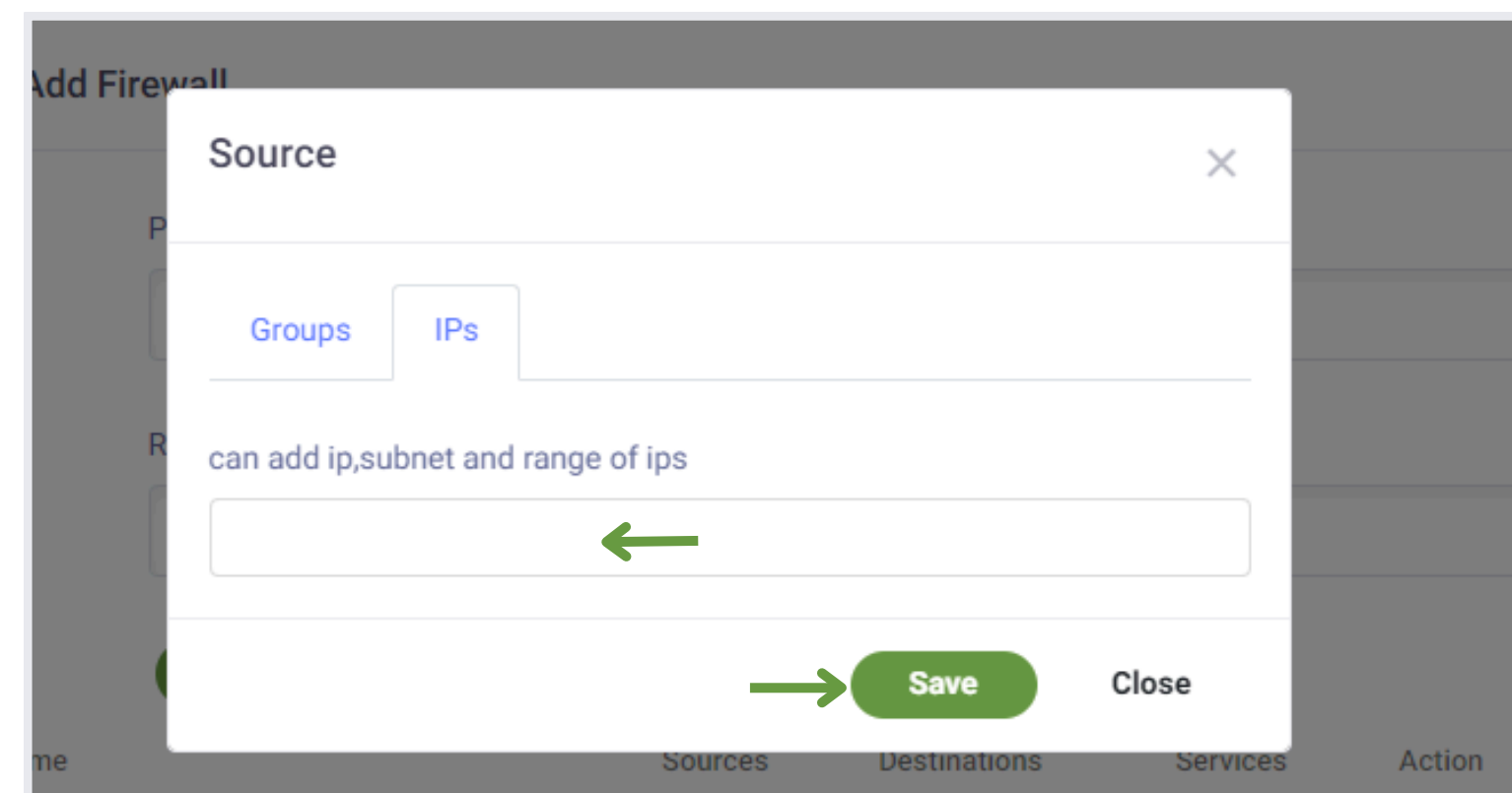
The screenshot shows the 'Add Rule' form with the following fields and controls:

- Name:** A text input field with a green arrow pointing to it.
- Sources:** A dropdown menu currently set to 'Groups'.
- Destinations:** A dropdown menu set to 'Any'.
- Services:** A dropdown menu set to 'Any'.
- Action:** A dropdown menu set to 'Allow'.
- Status:** A toggle switch that is turned on.
- Save:** A green button at the bottom left.



The screenshot shows the 'Source' dialog box with the following elements:

- Groups:** A tab selected in the top left.
- IPs:** A tab selected in the top right.
- IPSecGroup-test:** A list item with a checkbox and a green arrow pointing to it.
- Save:** A green button at the bottom right with a green arrow pointing to it.
- Close:** A text label next to the Save button.



The screenshot shows the 'Source' dialog box with the following elements:

- Groups:** A tab selected in the top left.
- IPs:** A tab selected in the top right.
- can add ip,subnet and range of ips:** A text label above a text input field with a green arrow pointing to it.
- Save:** A green button at the bottom right with a green arrow pointing to it.
- Close:** A text label next to the Save button.

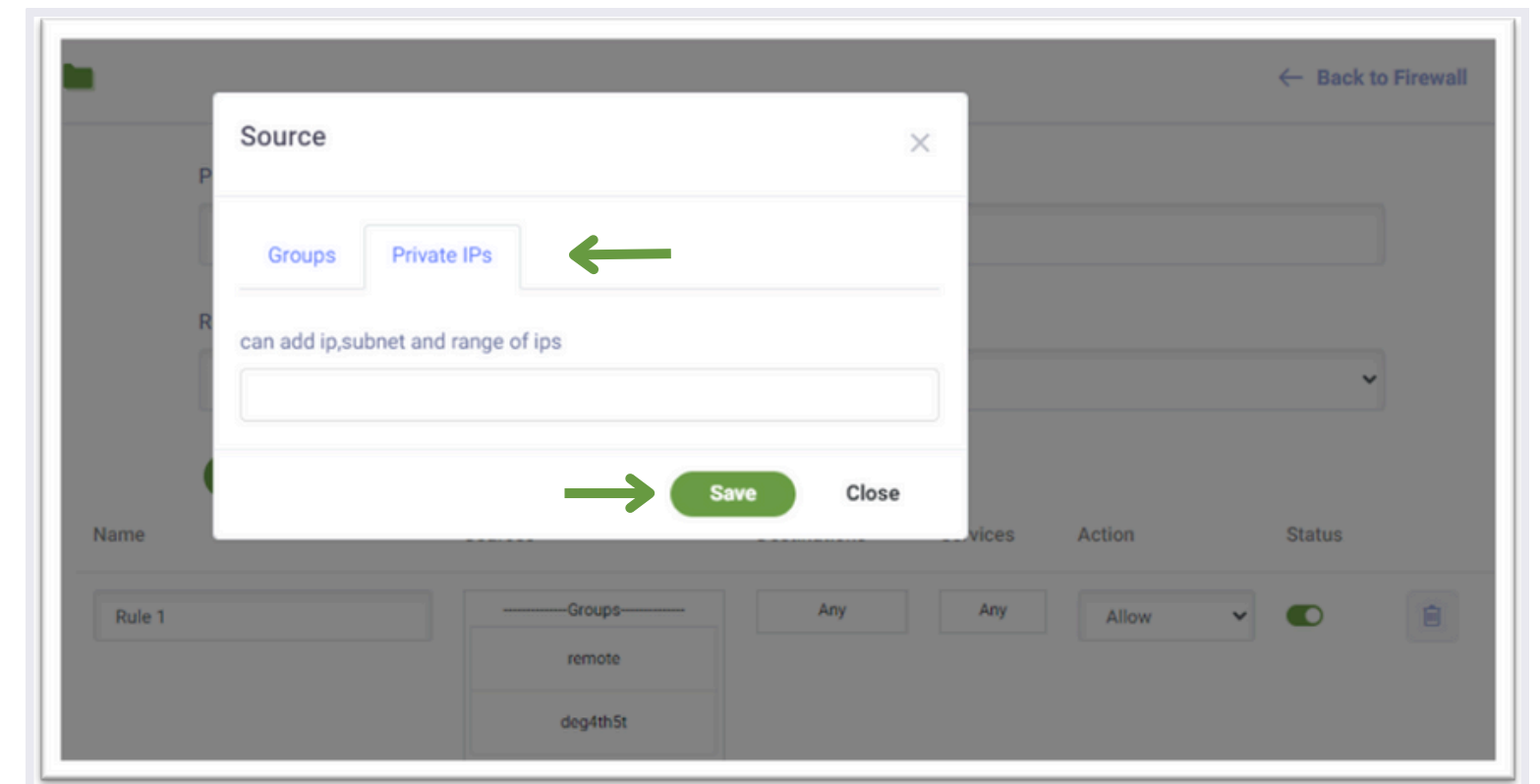
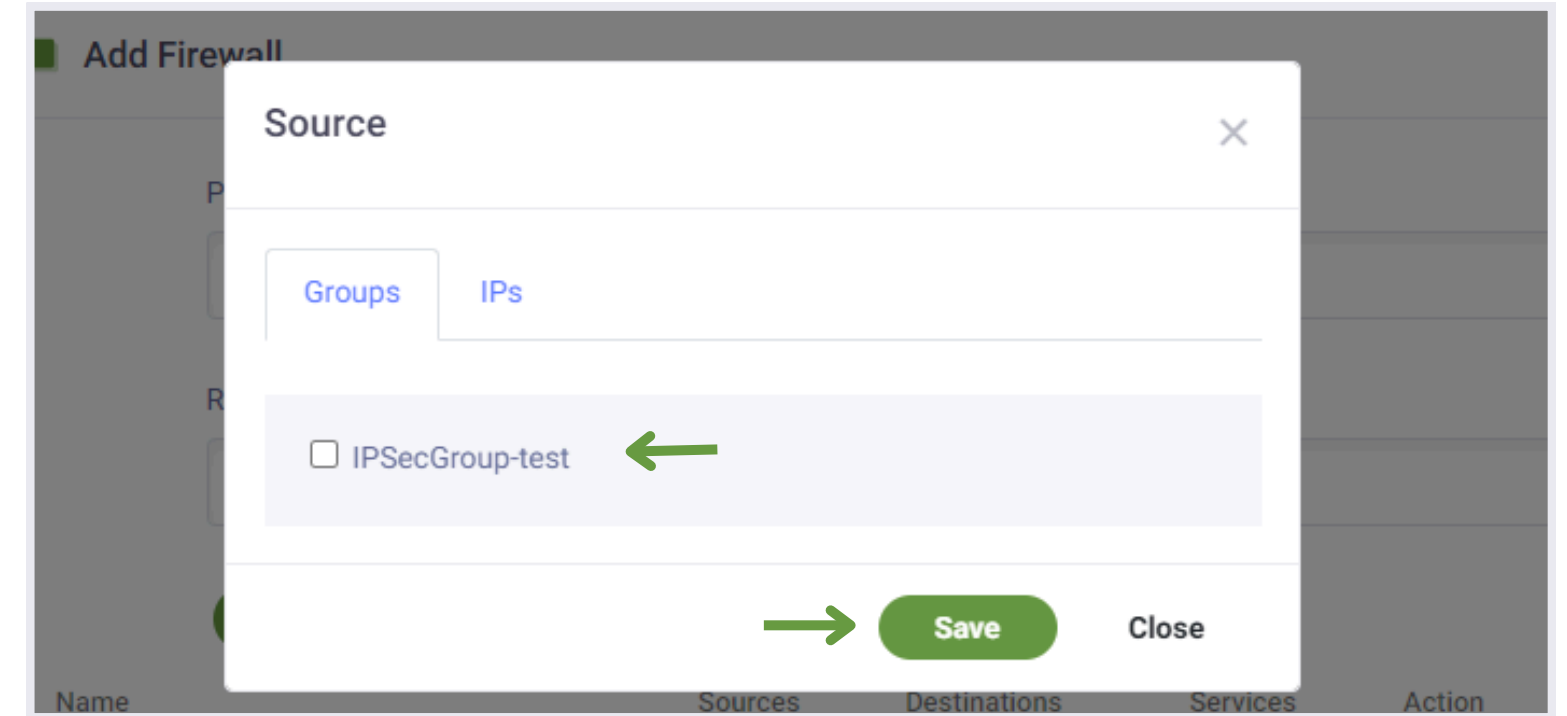
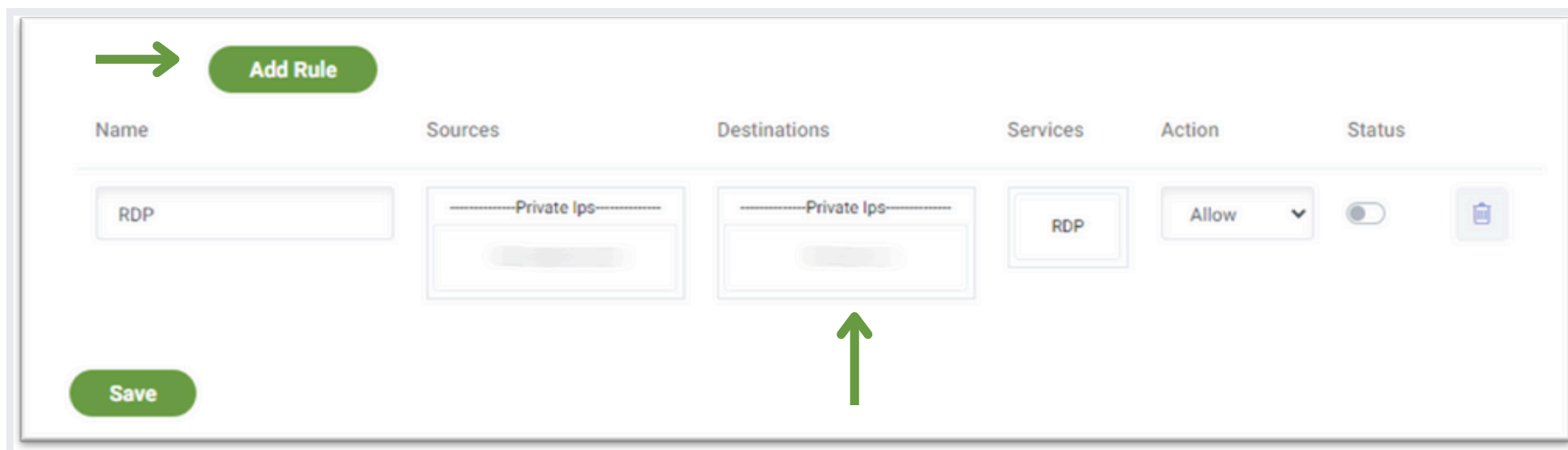
3-Organization

f. Firewall:

ii. Policies:

1. Create a New Policy:

Now **Choose** the **Destination Group** or Groups and **Private IPs** that you will have this rule applied to, then make sure to click **“Save”** after you’re finished.



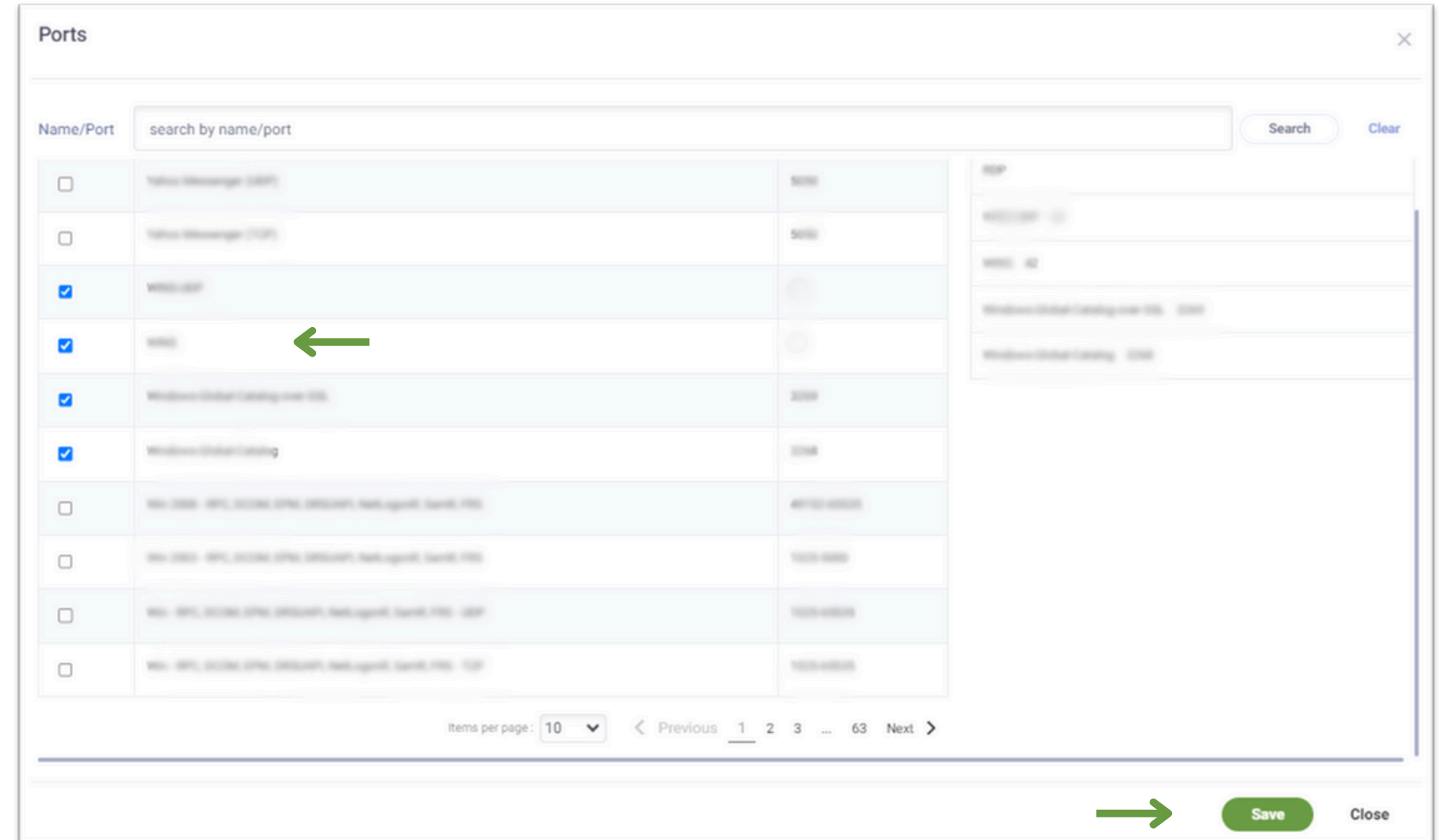
3-Organization

f. Firewall:

ii. Policies:

1. Create a New Policy:

Now **Choose** the **Service** that you want this rule applied to, then make sure to click **“Save”** after you’re finished.



The screenshot displays the 'Ports' configuration window in the CloudEdge interface. It features a search bar at the top with the placeholder text 'search by name/port'. Below the search bar is a table of services. The table has columns for 'Name/Port', 'Status', and 'Action'. The 'SMTP' service is selected, indicated by a checked checkbox and a green arrow pointing to it. Other services listed include 'SMTP', 'SMTP', 'SMTP', 'SMTP', 'SMTP', 'SMTP', 'SMTP', 'SMTP', 'SMTP', and 'SMTP'. At the bottom of the window, there is a 'Save' button and a 'Close' button, with a green arrow pointing to the 'Save' button. The 'Items per page' is set to 10, and the page number is 1 of 63.


Name/Port	Status	Action
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On
SMTP	Off	On

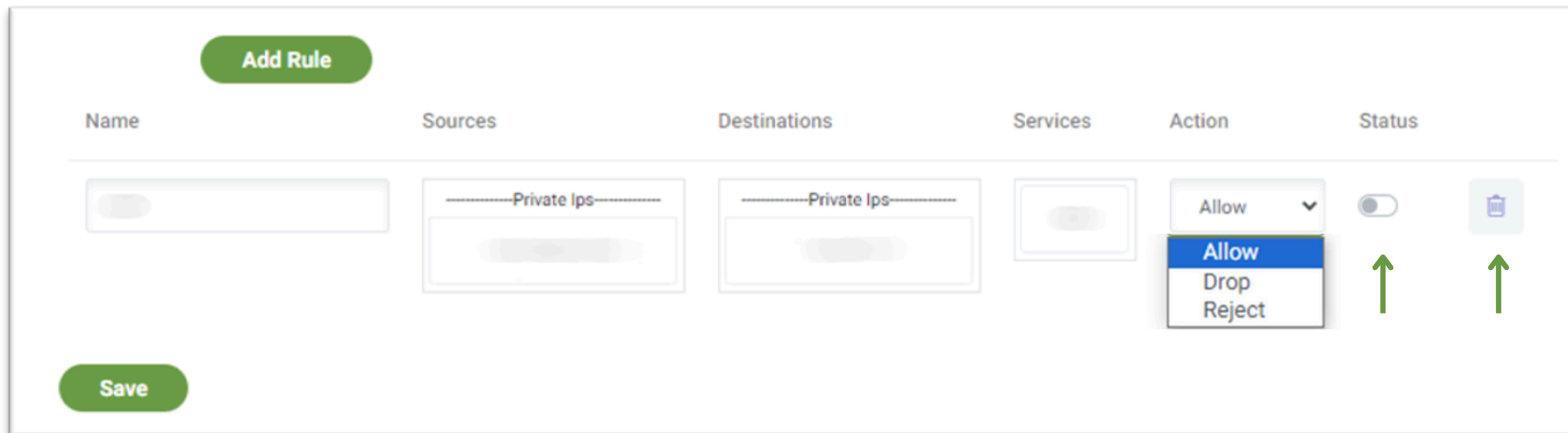
3-Organization

f. Firewall:


ii. Policies:

1. Create a New Policy:

Choose the **Action** that you want to apply to this rule and **Enable/Disable** the Status then make sure to click **“Save”** after you’re finished. You can also **Delete the Rule** by clicking on the  sign.



The screenshot shows a configuration interface for a firewall rule. At the top left is a green "Add Rule" button. Below it is a table with columns: Name, Sources, Destinations, Services, Action, and Status. The "Name" column has an empty text input field. The "Sources" and "Destinations" columns each contain a "Private Ips" label and a blurred input field. The "Services" column has a blurred input field. The "Action" column has a dropdown menu with "Allow" selected, and a list of options: "Allow", "Drop", and "Reject". The "Status" column has a toggle switch that is currently off, and a trash icon. Green arrows point to the "Allow" option in the dropdown, the toggle switch, and the trash icon. At the bottom left is a green "Save" button.


Name	Sources	Destinations	Services	Action	Status
<input type="text"/>	Private Ips <input type="text"/>	Private Ips <input type="text"/>	<input type="text"/>	Allow Allow Drop Reject	<input type="checkbox"/> ↑  ↑

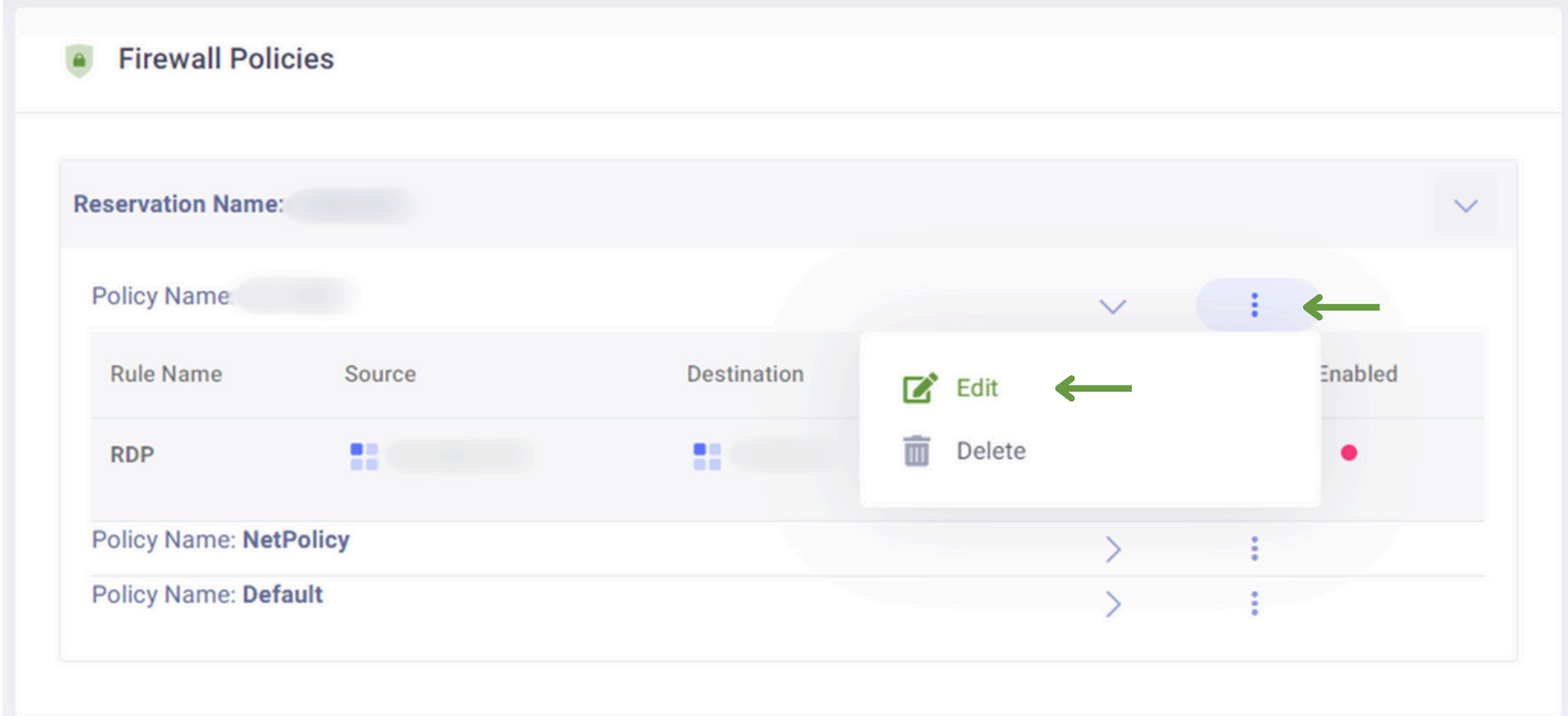
3-Organization

f. Firewall:




ii. Policies:

2. Edit a Policy:

To **Edit** a Firewall **Policy**, click on the  sign, then choose **"Edit"**, this will open the Policy's properties, allowing you to make changes. Afterward, click **"Save"** to apply the changes.



The screenshot displays the 'Firewall Policies' management page. At the top, there's a 'Reservation Name' dropdown. Below it, a 'Policy Name' dropdown is set to 'NetPolicy'. A table lists the policies:

Rule Name	Source	Destination	Enabled
RDP			


Below the table, there are two more policy entries: 'Policy Name: NetPolicy' and 'Policy Name: Default'. A context menu is open over the 'RDP' rule, showing 'Edit' and 'Delete' options. A green arrow points to the 'Edit' option.

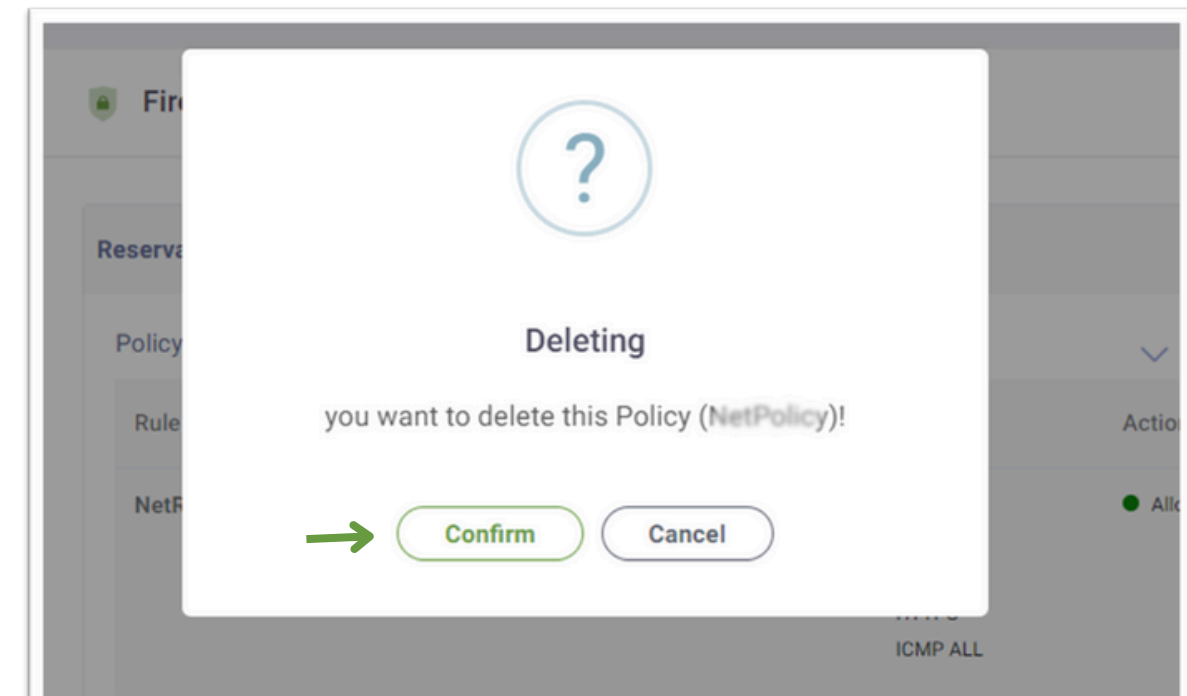
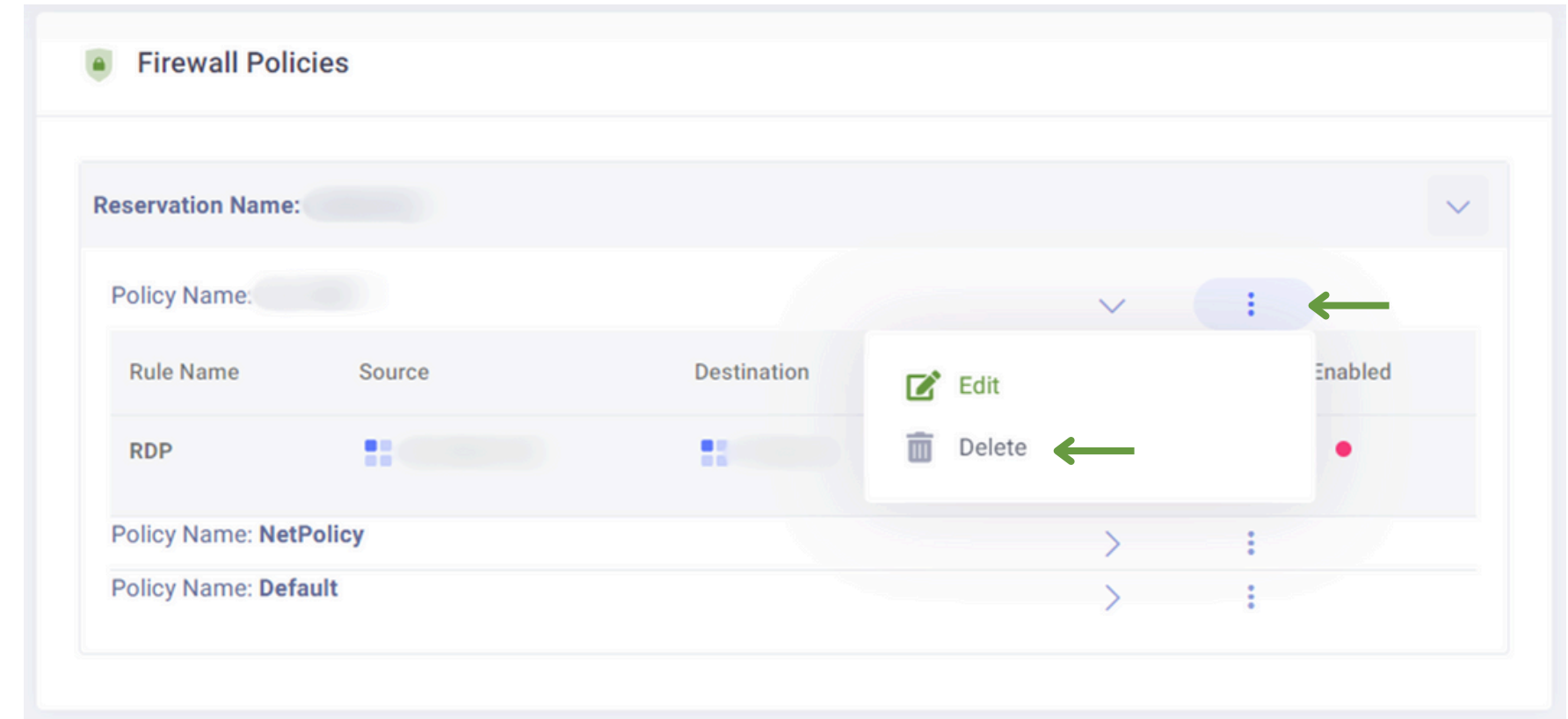
3-Organization

f. Firewall:

ii. Policies:

3. Delete a Policy:

To **Delete** a Firewall Policy, click on the  sign, then choose **"Delete"**, then click on **"Confirm"**.

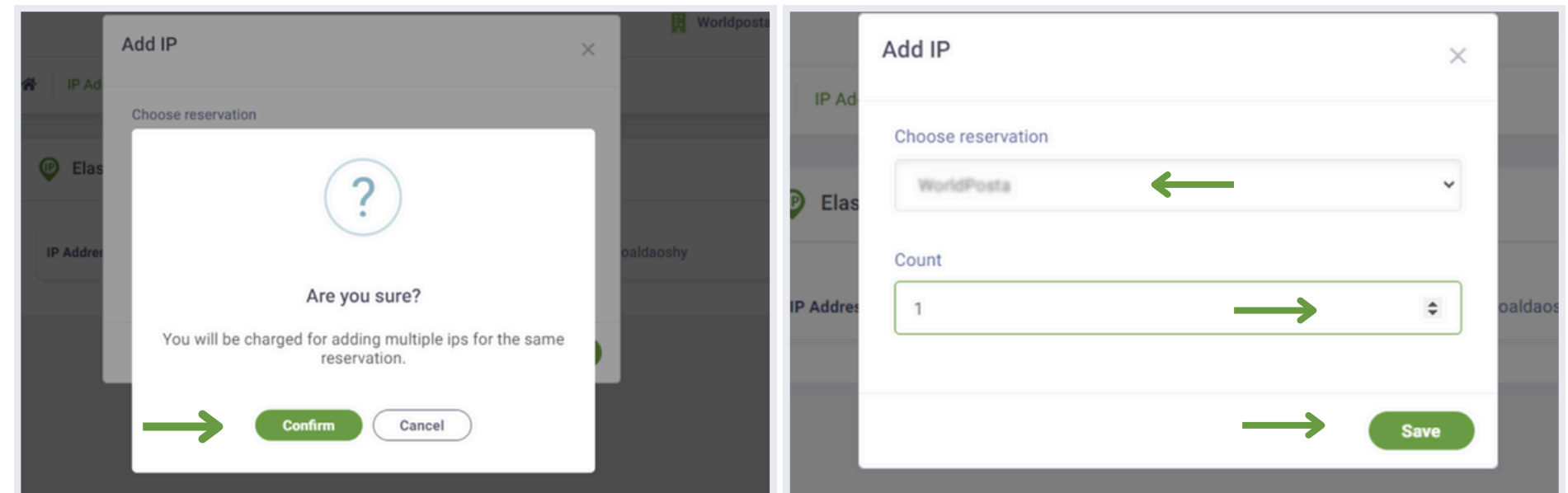


3-Organization

g. Reserved IP:

In this tab, you can **View** and **Reserve public IP Addresses**.

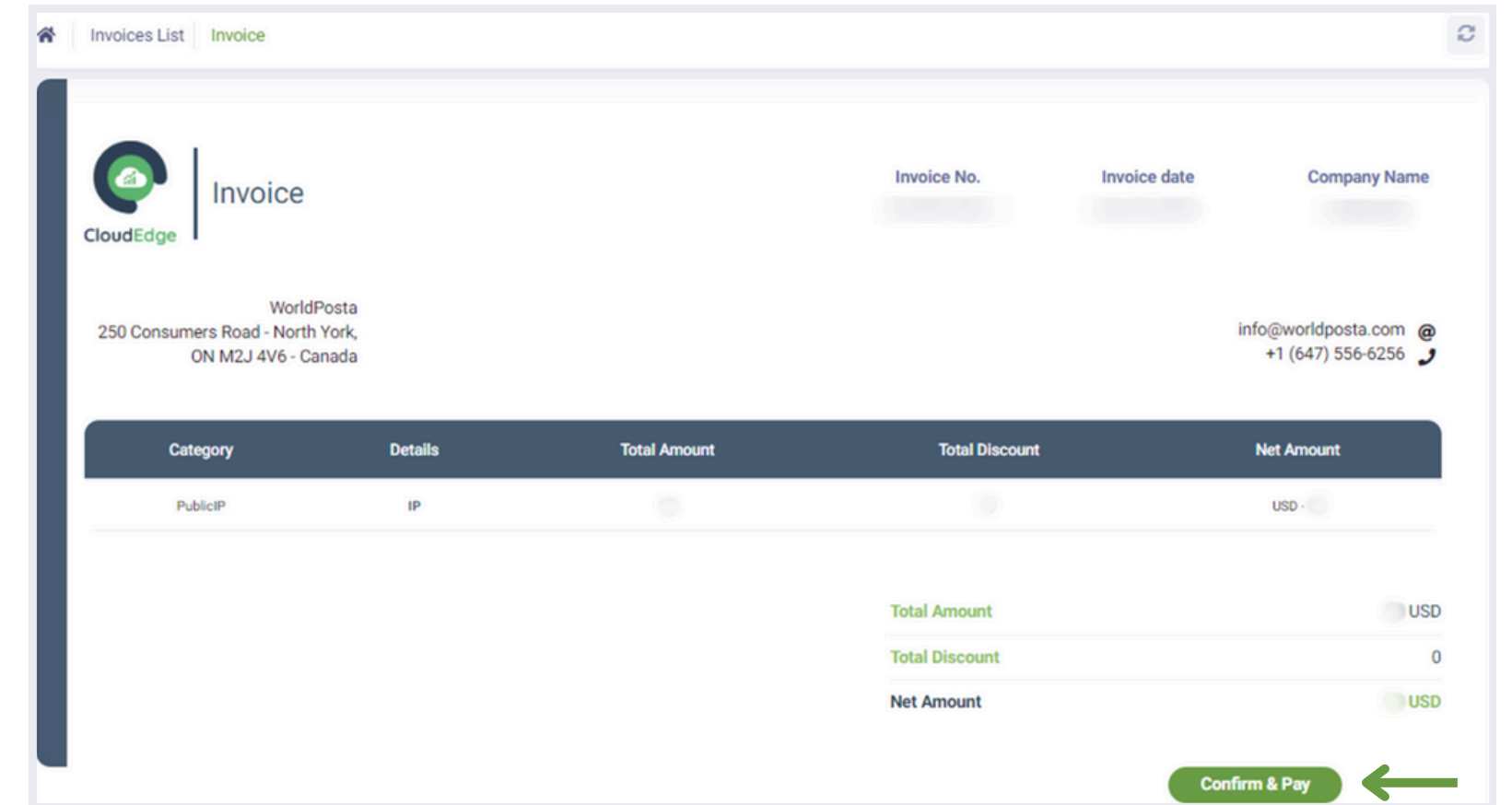
To Reserve a new **IP Address or Addresses**, click on the **“+”** sign at the **top-right**, then choose the reservation you want to reserve the public IPs on and how many, then click on **“Save”**. After that you will be asked to **“Confirm”** you want to add the Public Ips.



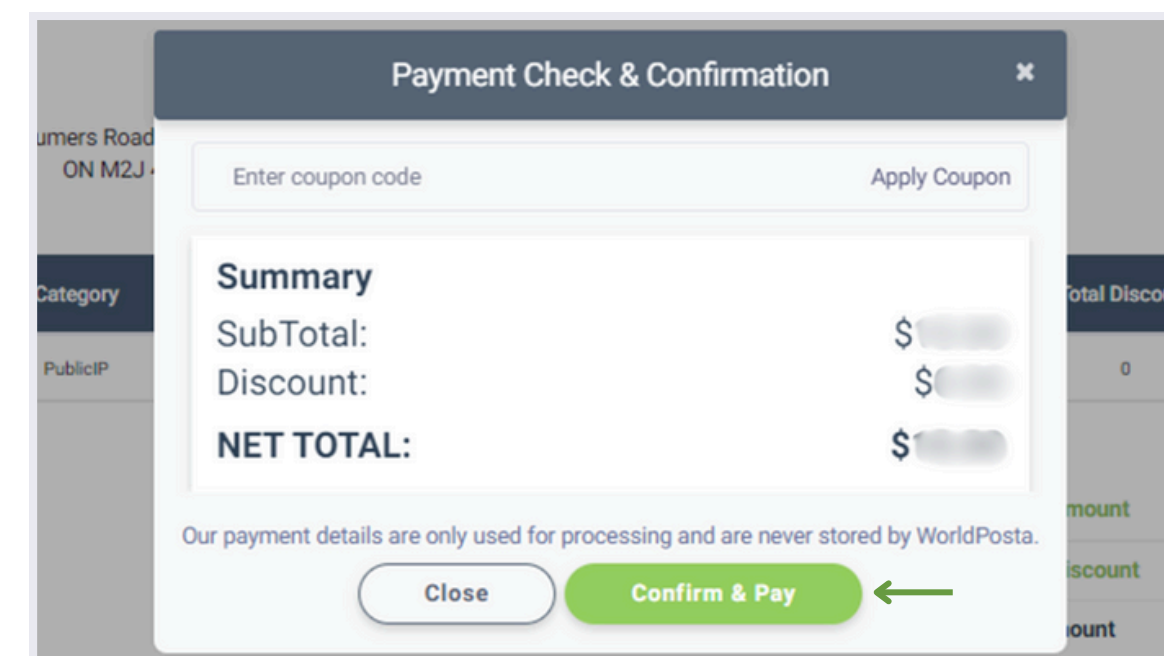
3-Organization

g. Reserved IP:

After you click on **“Confirm”**, you will be redirected to the Invoices page where you will find the **Invoice** for your operation. Click on **“Confirm & Pay”**, then you will be redirected to the **payment** page where you can insert your **card information** and pay.



The screenshot shows the 'Invoice' page in the CloudEdge interface. At the top, there are fields for 'Invoice No.', 'Invoice date', and 'Company Name'. Below this, the company information for WorldPosta is displayed: 'WorldPosta, 250 Consumers Road - North York, ON M2J 4V6 - Canada'. Contact information includes 'info@worldposta.com' and '+1 (647) 556-6256'. A table lists invoice items with columns for 'Category', 'Details', 'Total Amount', 'Total Discount', and 'Net Amount'. One item is visible: 'PublicIP' with details 'IP'. At the bottom right, there are summary fields for 'Total Amount', 'Total Discount', and 'Net Amount', each with a currency selector set to 'USD'. A green 'Confirm & Pay' button is located at the bottom right, with a green arrow pointing to it.



The screenshot shows a 'Payment Check & Confirmation' modal window. It features a coupon code input field with an 'Apply Coupon' button. Below this is a 'Summary' section with the following details: 'SubTotal: \$', 'Discount: \$', and 'NET TOTAL: \$'. At the bottom, there is a disclaimer: 'Our payment details are only used for processing and are never stored by WorldPosta.' Two buttons are present: a 'Close' button and a green 'Confirm & Pay' button, with a green arrow pointing to the latter.

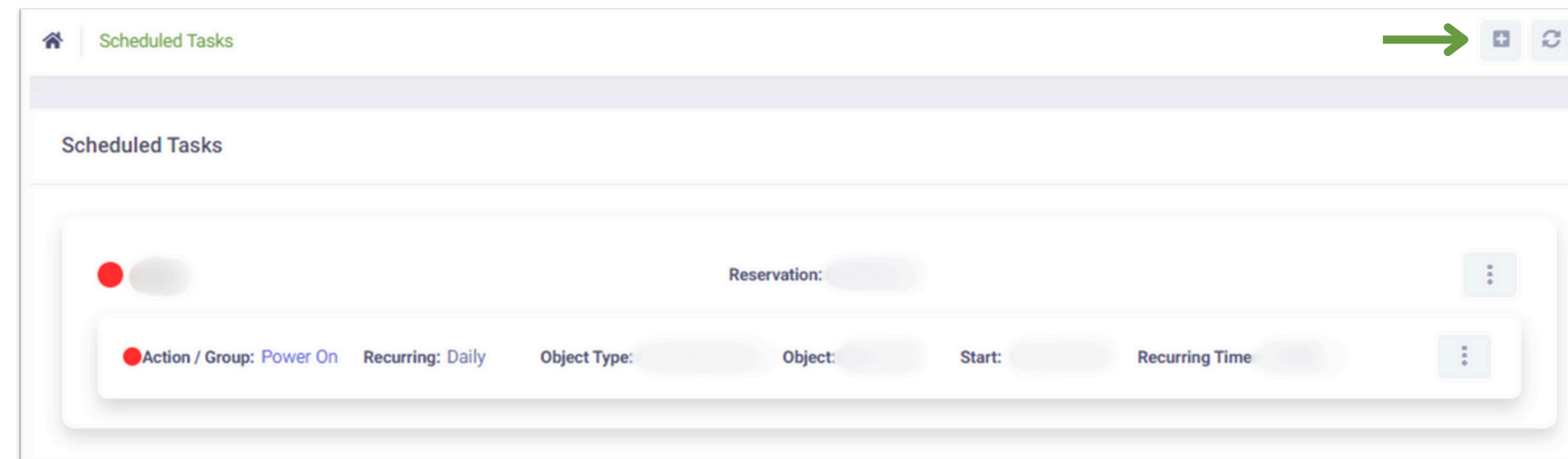
3-Organization

h. Scheduled Tasks:

in this tab, you can **Schedule Tasks** and create sets of actions to be employed as scheduled tasks.

i.Tasks : From the Tasks tab, you can manage and configure scheduled tasks, including Viewing, Adding, Editing, Disabling, Deleting, and Viewing Task Logs, as well as Specifying Task Actions and their Execution Schedules.


1. Create a new task: click on the “+” sign at the **top-right** corner.



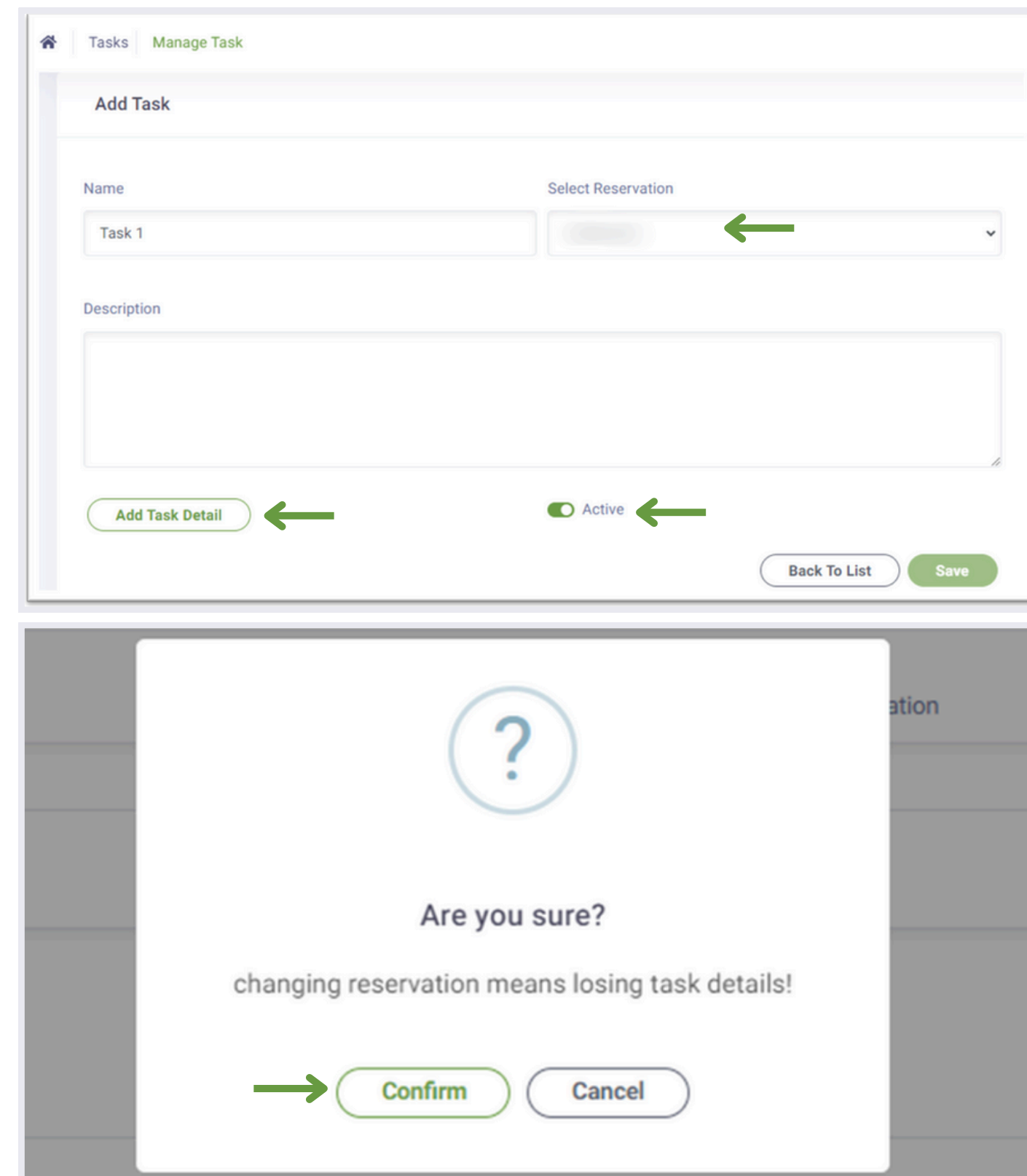
3-Organization

h. Scheduled Tasks:

i.Tasks:

1.Create a new Task: Select a **Reservation** for your task, then enter a **Name** and a **Description**. You can also decide to either **Activate** or **Deactivate** the task by clicking  on the sign next to **Active**, then click on **“Add Task Detail”**.

Please note that changing the reservation after task setup will reset task details



The screenshot displays the 'Manage Task' interface. At the top, there are navigation tabs for 'Tasks' and 'Manage Task'. Below this is the 'Add Task' form, which includes a 'Name' field (containing 'Task 1'), a 'Select Reservation' dropdown menu (with a green arrow pointing to it), and a 'Description' text area. At the bottom of the form, there is an 'Add Task Detail' button (with a green arrow pointing to it), a toggle switch labeled 'Active' (with a green arrow pointing to it), and 'Back To List' and 'Save' buttons. Below the form, a confirmation dialog box is shown with a question mark icon, the text 'Are you sure?' and 'changing reservation means losing task details!', and 'Confirm' and 'Cancel' buttons (with a green arrow pointing to the 'Confirm' button).

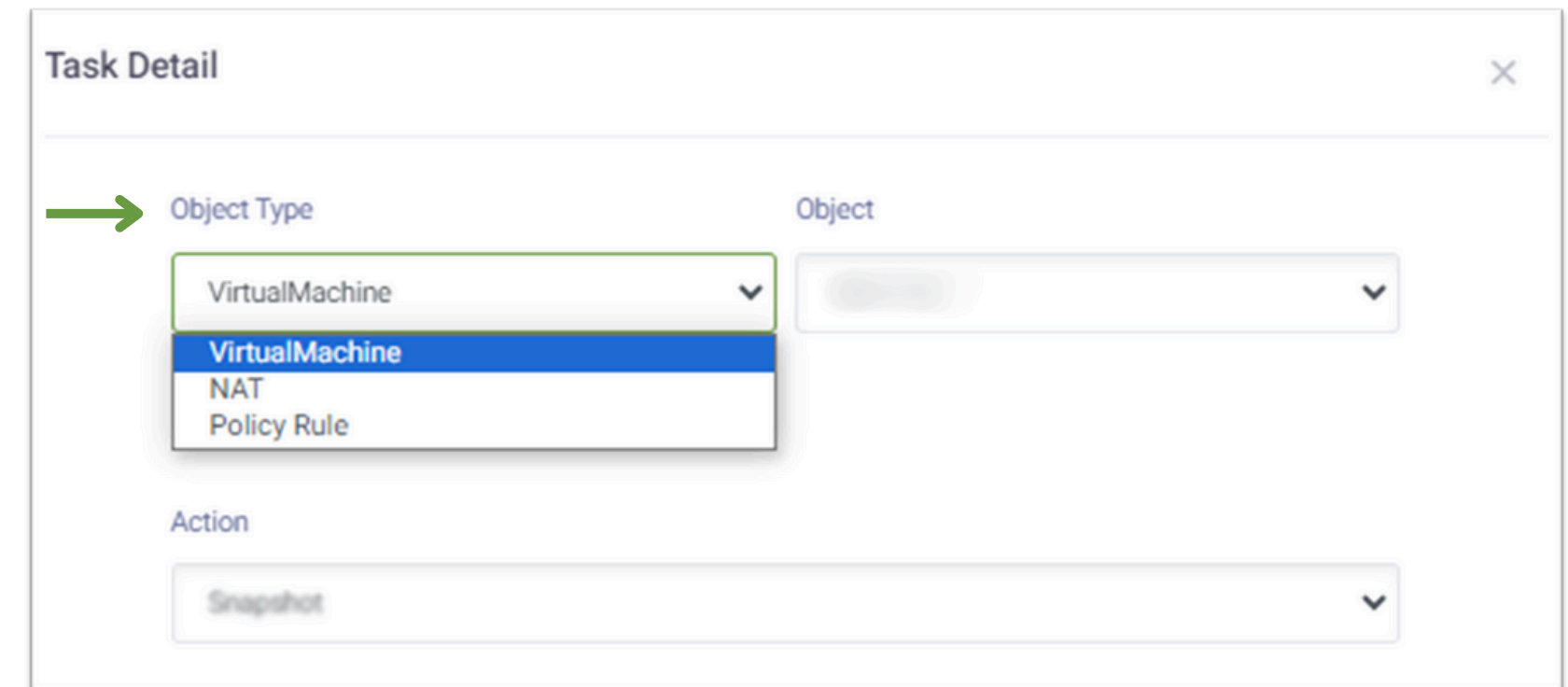
3-Organization

h. Scheduled Tasks:

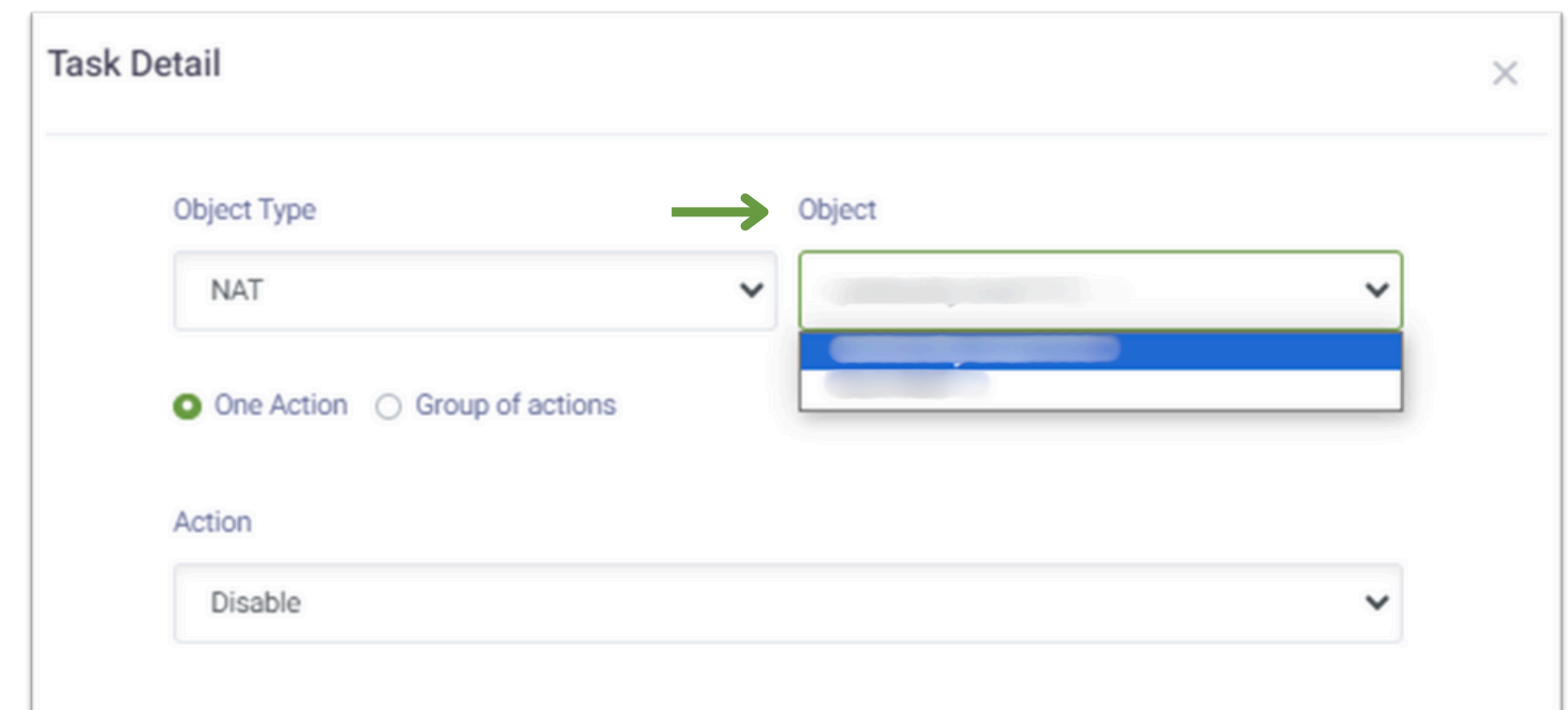
i. Tasks:

1. After clicking on “**Add Task Details**”, you will be able to :

a. Choose the Object that the task will be applied on, like **Virtual Machines**, **NAT**, and **Policy Rule** and then choose one of its corresponding objects.



The screenshot shows a 'Task Detail' dialog box with a close button (X) in the top right corner. It contains two dropdown menus: 'Object Type' and 'Object'. The 'Object Type' dropdown is open, showing a list of options: 'VirtualMachine', 'NAT', and 'Policy Rule'. A green arrow points to the 'Object Type' label. The 'Object' dropdown is currently empty. Below these is an 'Action' dropdown menu with 'Snapshot' selected.



The screenshot shows the same 'Task Detail' dialog box. The 'Object Type' dropdown is now closed and shows 'NAT'. The 'Object' dropdown is open, showing a list of objects with one item highlighted in blue. A green arrow points to the 'Object' label. Below the dropdowns are two radio buttons: 'One Action' (which is selected) and 'Group of actions'. At the bottom is an 'Action' dropdown menu with 'Disable' selected.

3-Organization

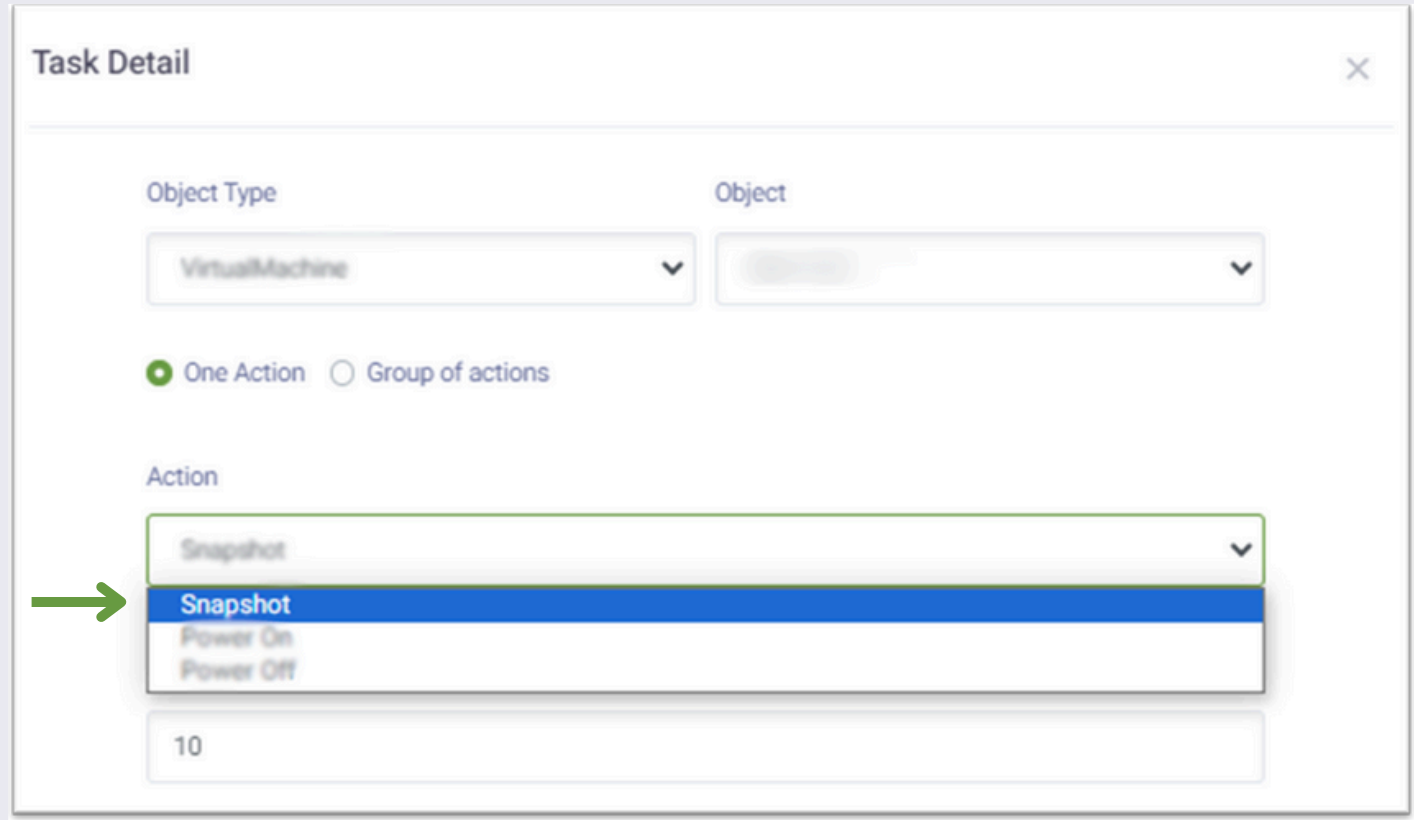
h. Scheduled Tasks:

i. Tasks:

1. After clicking on **“Add Task Details”**, you will be able to :

b. Choose the Action you want to perform, like **taking a Snapshot, Power on/off Enable/Disable, Allow,Drop or Reject.**

Note that in case you choose to take a Snapshot, you will be asked to set a number for how many Snapshots you want to be taken.



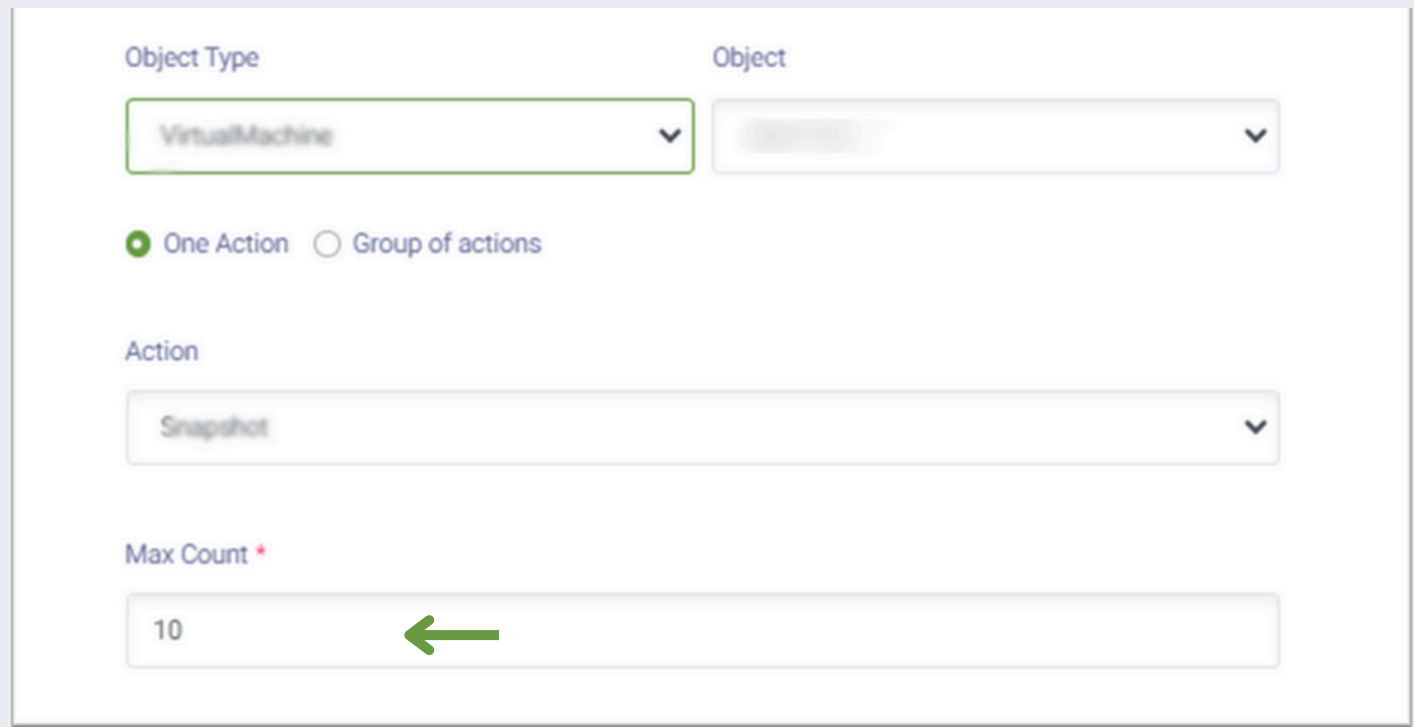
Task Detail

Object Type: VirtualMachine | Object: VM1

One Action Group of actions

Action: Snapshot

10



Object Type: VirtualMachine | Object: VM1

One Action Group of actions

Action: Snapshot

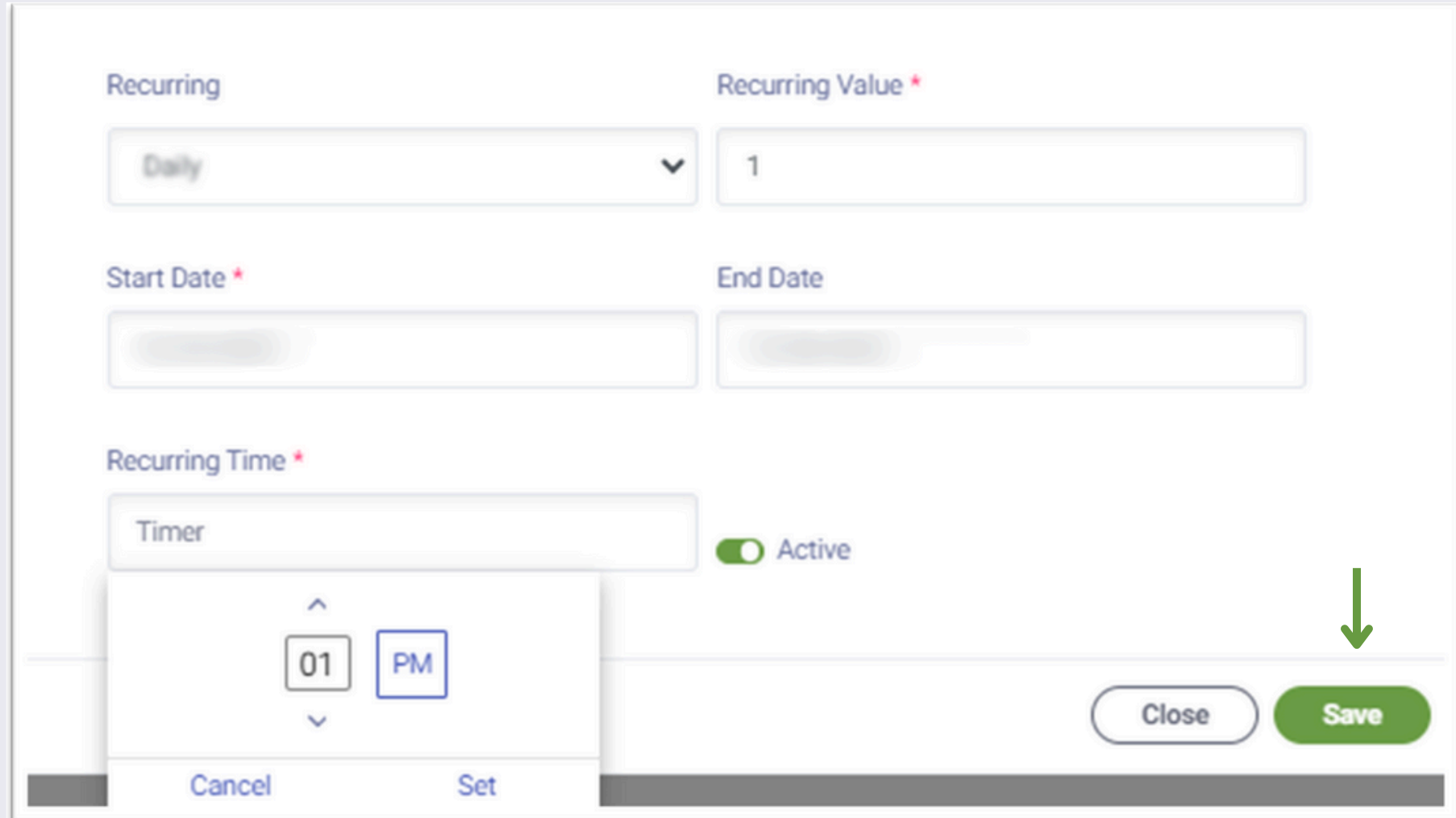
Max Count * : 10

3-Organization

h. Scheduled Tasks:

i. Tasks:

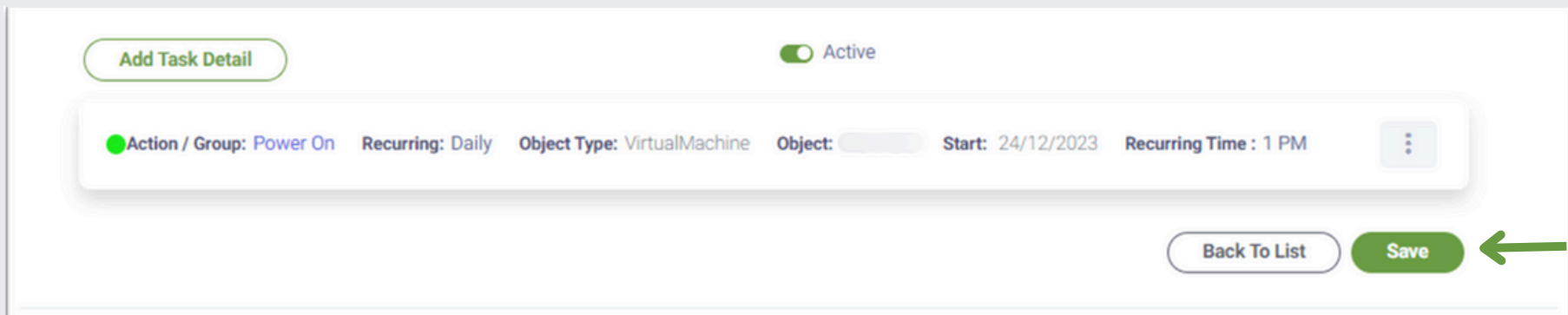
1. Once you've selected the Objects and Actions, you can proceed to configure additional Task details, including **Recurrence** frequency (Daily, Weekly, Monthly, Annually), the number of times the action will be executed (**Recurring Value**), **Start and End Dates**, Recurring Time, and **task Activation** Status, you can then go ahead and click on **"Save"**.



Recurring: Daily
Recurring Value: 1
Start Date: [Blank]
End Date: [Blank]
Recurring Time: Timer
Active:

01 PM
Cancel Set

Close Save



Add Task Detail Active


Action / Group: Power On Recurring: Daily Object Type: VirtualMachine Object: [Blank] Start: 24/12/2023 Recurring Time: 1 PM

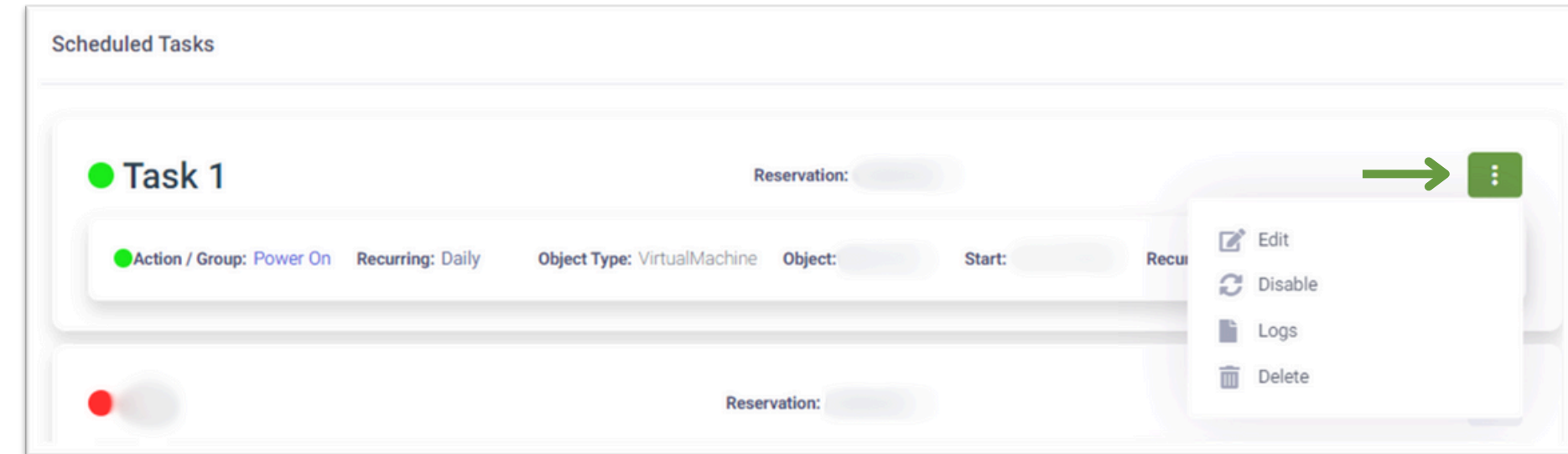
Back To List Save

3-Organization

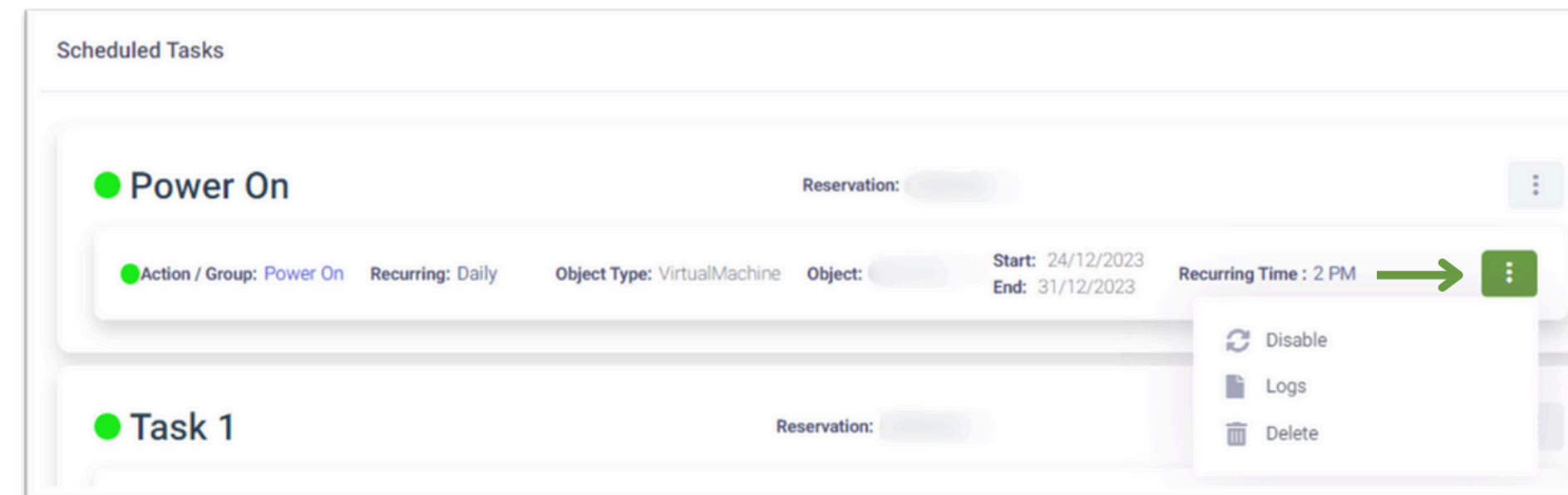
h. Scheduled Tasks:

i. Tasks:

2. To **Edit** a task, go to the main tab and click on the  sign, you will see the options to **Edit, Enable/Disable, View logs or Delete this task**. You do this to the entire task or just a single action.



The screenshot shows the 'Scheduled Tasks' interface. A task named 'Task 1' is displayed with a green status indicator. The task details include: Action / Group: Power On, Recurring: Daily, Object Type: VirtualMachine, Object: [redacted], Start: [redacted], and Recurring Time: 2 PM. A context menu is open over the task, showing options: Edit, Disable, Logs, and Delete. A green arrow points to the context menu icon.




The screenshot shows the 'Scheduled Tasks' interface. A task named 'Power On' is displayed with a green status indicator. The task details include: Action / Group: Power On, Recurring: Daily, Object Type: VirtualMachine, Object: [redacted], Start: 24/12/2023, End: 31/12/2023, and Recurring Time: 2 PM. A context menu is open over the task, showing options: Disable, Logs, and Delete. A green arrow points to the context menu icon.

3-Organization

h. Scheduled Tasks:

ii. Schedule Groups:

In this tab, you can create a collection of actions grouped under one category, which can later be utilized as a single task.



1. To **Create a Group Task**, click on the “+” sign at the top-right corner, then set up the **Name**, **Object Type** and **Action**, then click on “Add Detail”. You can Add as many actions as you want **under the same Object**, if you want to discard an action just click on the  sign next to it, after you’re done click on **“Save”**.

Add Action Group ✕

Name Object Type

Details →


Action

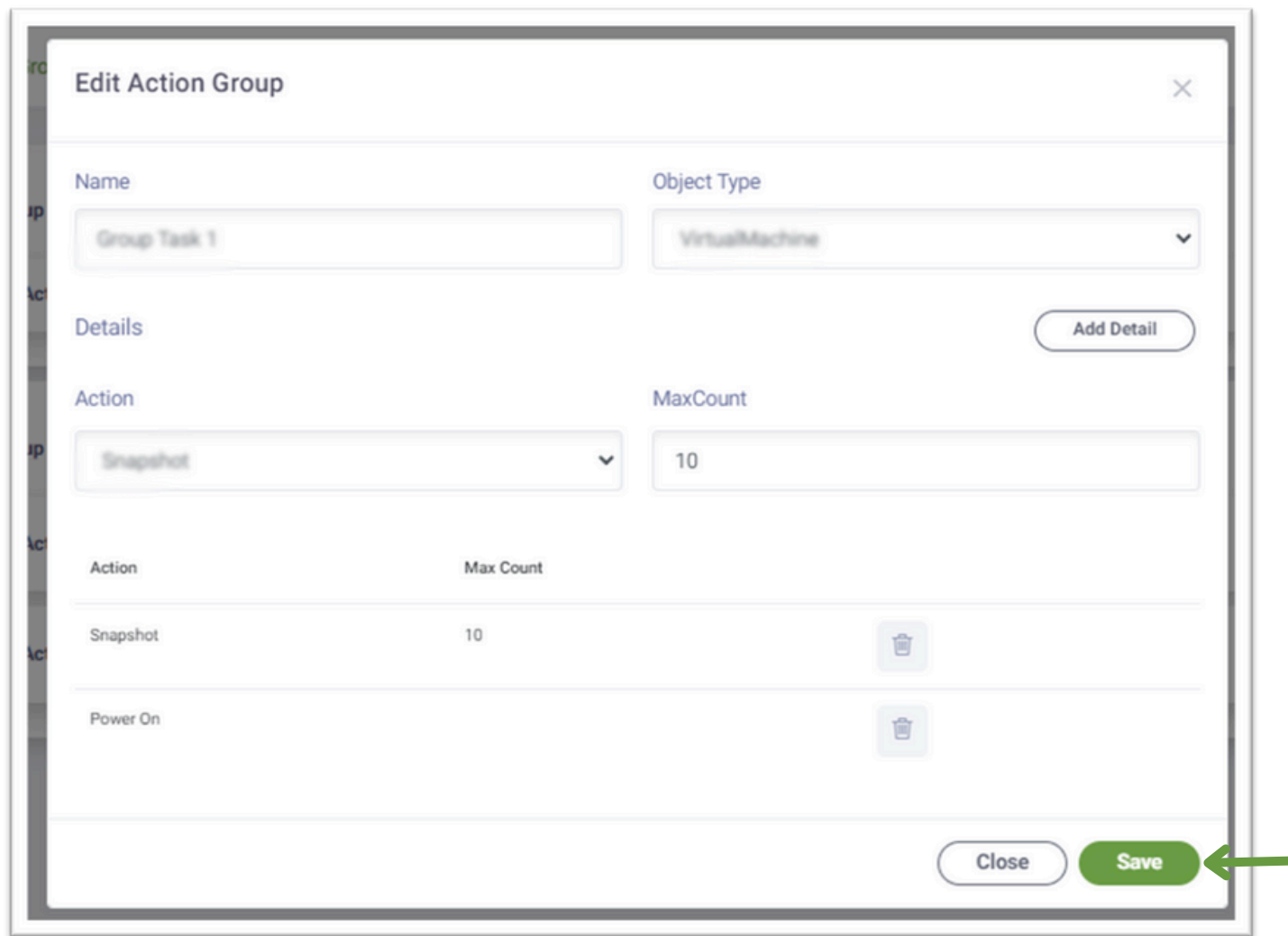
Action	Max Count
Power On	→ 
Power On	

3-Organization

h. Scheduled Tasks:

ii. Schedule Groups:

2. To **Edit** or **Delete** a Group Task, click on the  sign then click on **“Edit”** or **“Delete”**, then click on **“Save”** or **“Confirm”**.





Edit Action Group

Name: Group Task 1 Object Type: VirtualMachine

Details Add Detail

Action: Snapshot MaxCount: 10

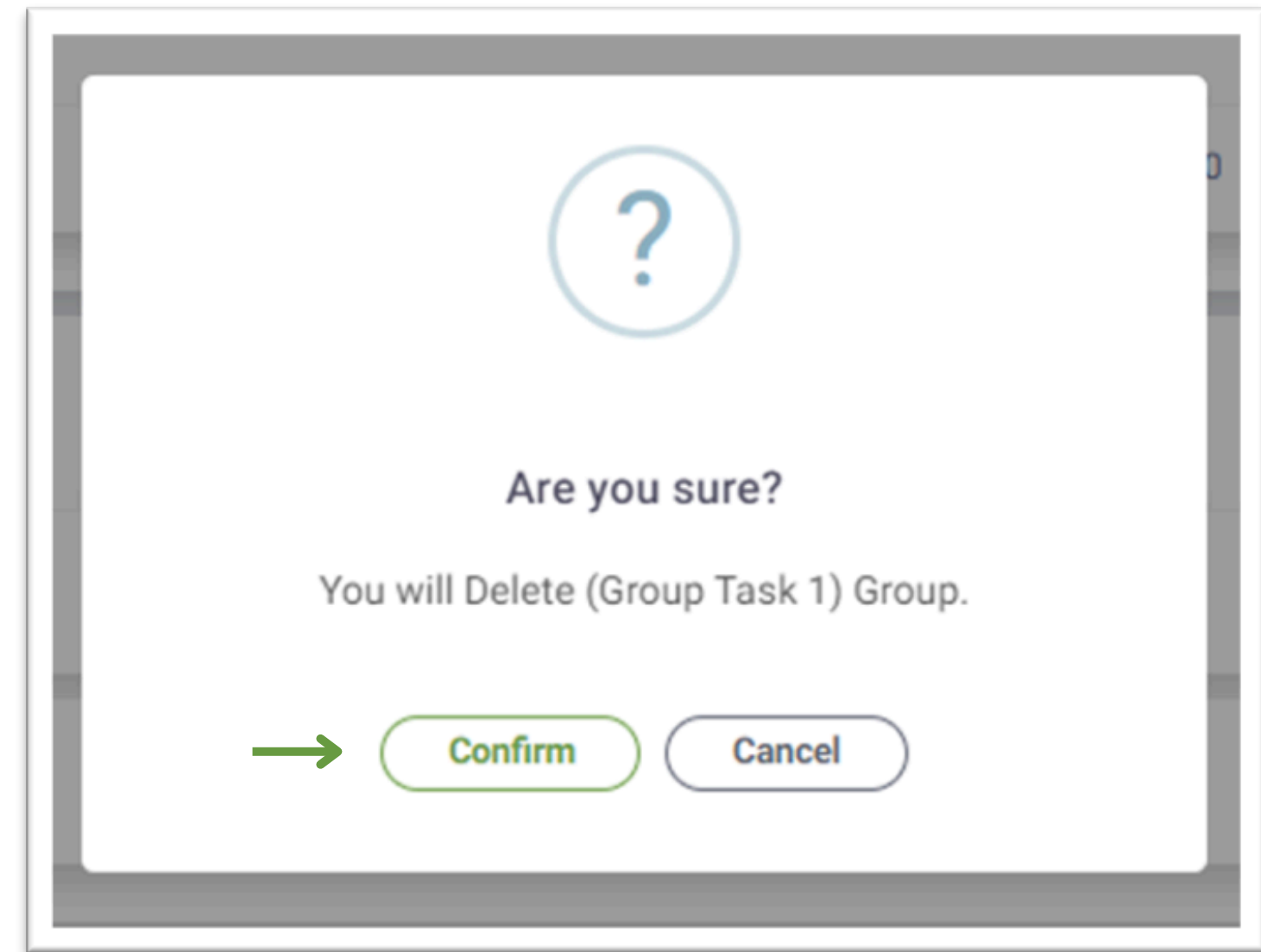
Action	Max Count	
Snapshot	10	
Power On		

Close Save



Group Task 1

Action Name: Snapshot	Max Count: 10	 Edit Delete
Action Name: Power On	Max Count: 0	



?

Are you sure?

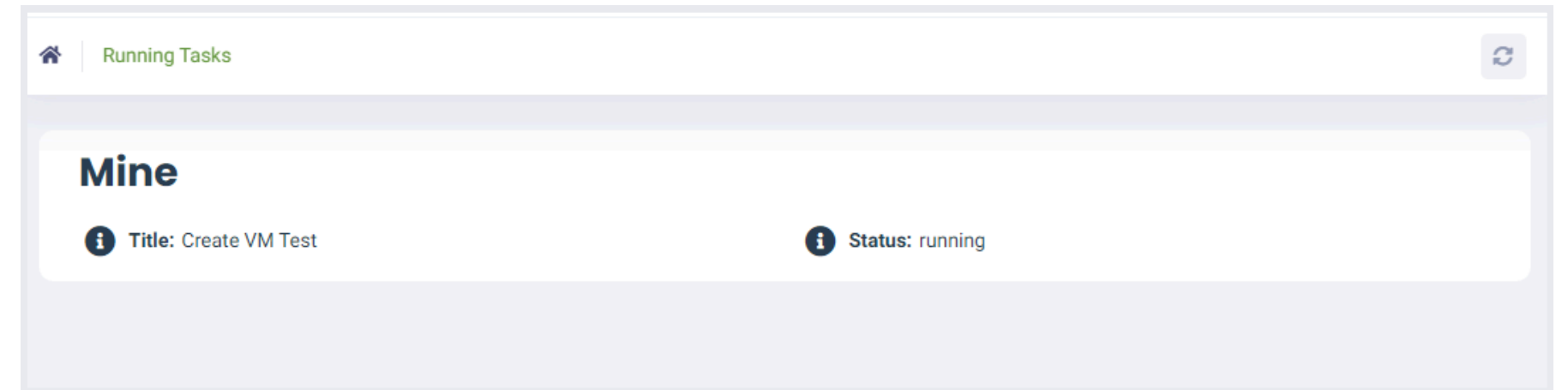
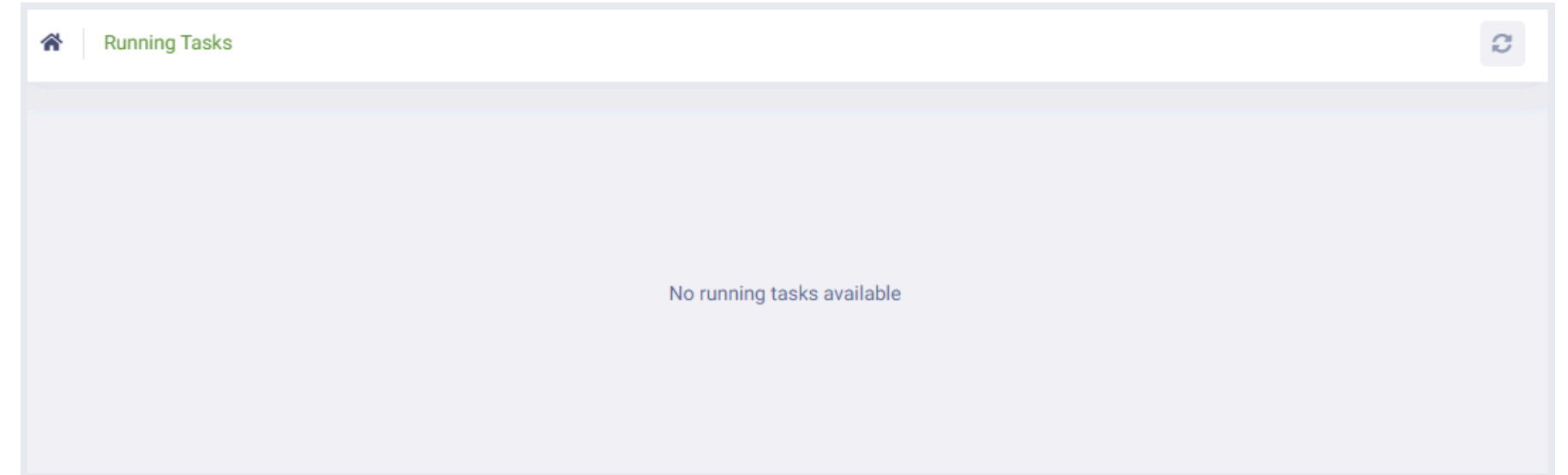
You will Delete (Group Task 1) Group.

Confirm Cancel

3-Organization

i. Running Tasks:

In this tab, you can find any tasks that takes time and that's been set to run in the background like Virtual Machines Creation, Gateway Creation ...etc.





CloudEdge

Thank You

Looking forward to a fruitful cooperation with you.

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