Visma Online

This is a short description of the parts of the Visma Online platform that are accessed by the customers. It is intended as an introduction to the system for the participants in the Bug Bounty program.

What is Visma Online?

Visma Online is a portal for customers' users to access all their services. Visma Online is also the customers' tool to administrate their users and users' access to applications. Customers can also see their invoicing information related to the services that are handled through this platform, and information about collaborations (for accounting offices and their clients.)

Roles / authorization levels

There are two authorization levels in the system, user and administrator. The authorization level is set per user and company, so users with access to more than one company may have a different role in the Visma Online portal depending on which company they are accessing. A user can also be inactive, meaning they do not have access/no role in the company at all. (They may still be able to login if they have access to any other company.)

Company types

A company is categorized by "type". Most companies are of the "normal" type, but to be able to handle special cases where the companies are not paying customers of Visma there are also some other types that will be excluded from invoicing and give access to only parts of the features. For example, "Student" (used in education) and "Trial" customer types. Customer type affects what menu items are available for the logged-in user. For instance, "invoicing information" would not be relevant for a customer type that is not invoiced. These companies and their data should be removed by Visma after the agreed period ends.

For the first onboarding of Visma Online into Bug Bounty program, it was decided to use student company type which can be created with a valid education code.

MyServices

When a user logs into Visma Online portal, they see all services they have access to, and from here they can access any of the services.
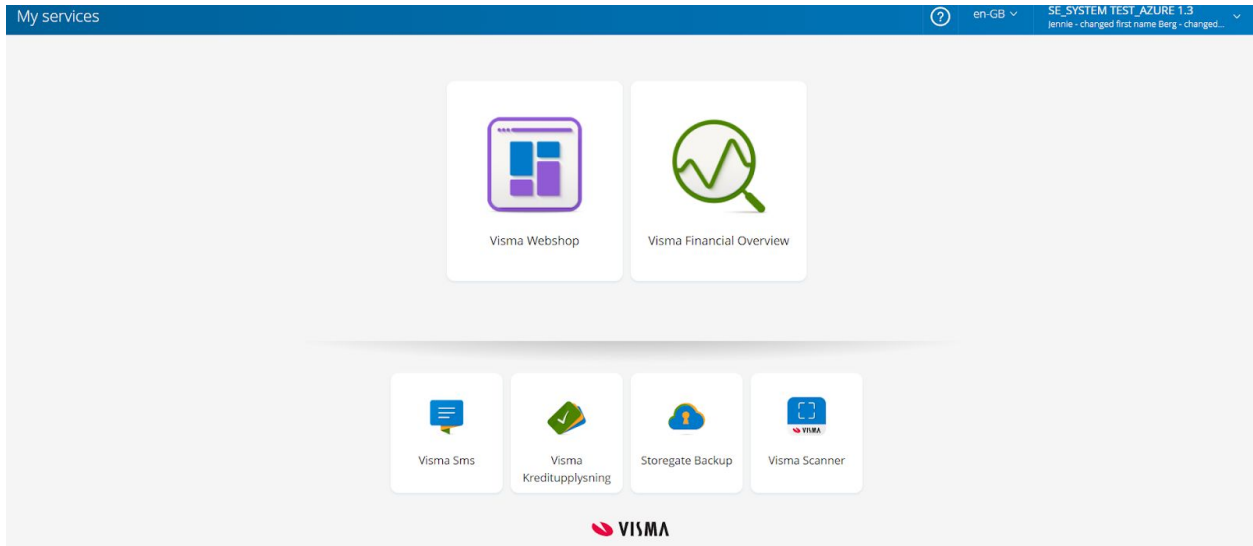
From the top-right menu, user can switch company context and access all menu items their role admits. It may also differ a bit depending on customer type and if the customer is an accounting office or client of accounting office:
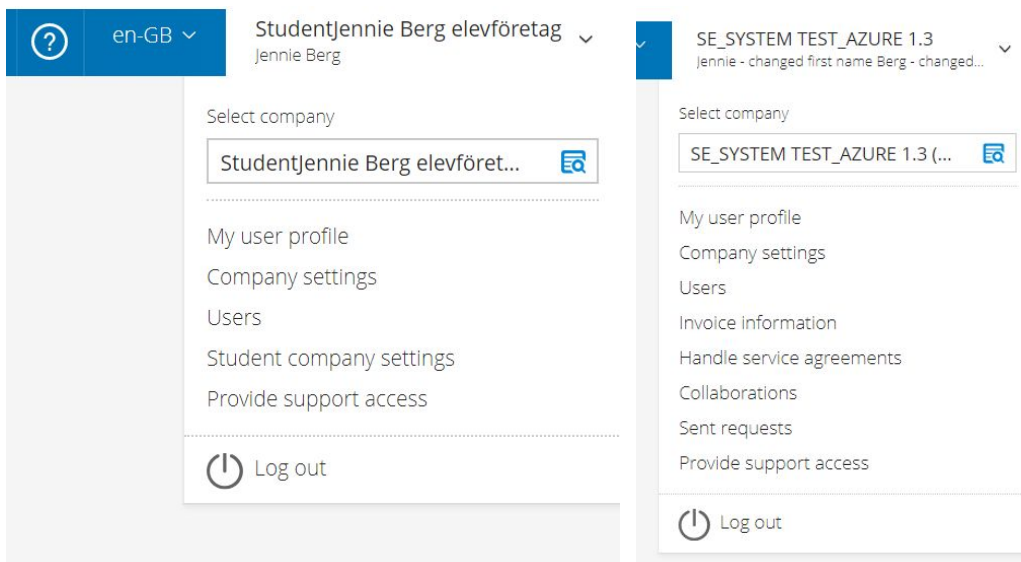
My user profile

"My user profile" is not part of the Visma Online platform (it is part of Visma Connect).

Company settings

In company settings, the company information can be edited and there is information about who are administrators for the company. Only company administrators are allowed to edit any information on this page, but all users on the company can view it.
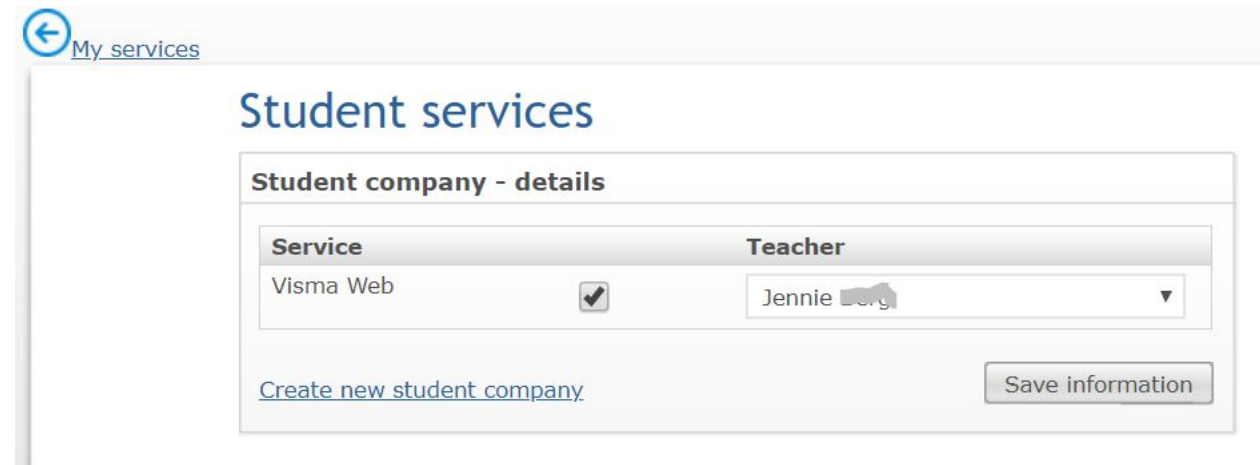

Users

On the "Users" menu item, administrators of the company can add or update users, and configure users' access to services. In case a user has access to more than one company, there is some information that can only be updated by the user themself.

Student company settings

Student company settings is a meny item available only for student companies. Here are settings that only apply to student companies.
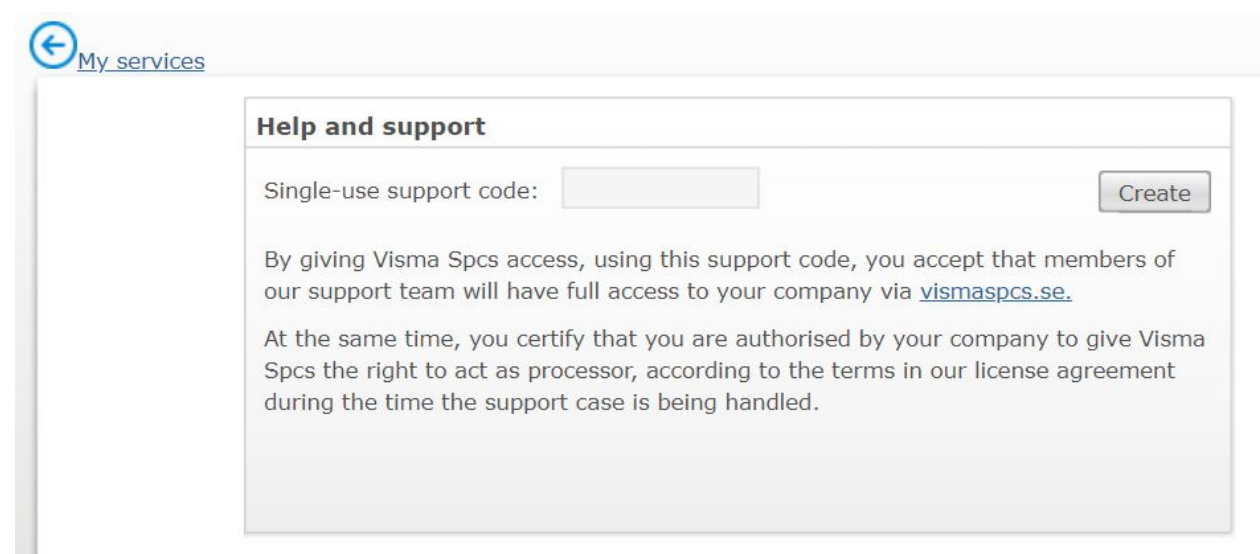

Provide support access

When a customer calls support, they have the possibility to allow temporary access to their company in Visma Online to the support technician. They do this by generating a support code that the support technician can use once to get access to the company with the same privileges as the user.

Getting access

Create an account on Visma Online stage environment by register a student company:

https://admin.stage.vismaonline.com/Customer/StudentSignup.aspx?uilang=en
Training code: g004t

Register your student company

Step 1 of 2

This is where you create the company that you will use during your training. The next time you want to log in to your company, go to http://www.vismaspcs.se and select Log in. You log in using using the email address and password you chose below.

Training code: *   g004t

Your teacher will give you the training code

Your login

First name: *   Jean

Last name: *   Grey

Email address: *   jean.grey@mailinator.com

Cancel   Next

Select service and save. (For Visma Online, it does not matter which service.)

Register your student company
Visma Spcs Training license

Step 2 of 2

Your school   VON Bug Bounty teaching company

Your student company

Company name   Jean Grey student company

Program/service	Teacher (voluntary)
☑ Visma eEkonomi	▼

Save

Student company created

Welcome to Visma Spcs!

You have been registered as a user. We have sent you an email in order to verify your email address. Click on the link in the email to log in.

Now you should get an email from **do.not.reply@platform.stagaws.visma.com**, click on the green button "Aktivera konto" to activate the account.

Hej Jean Grey,

Välkommen till Visma Online och tack för din registrering!

Klicka på länken nedan och följ instruktionerna för att aktivera ditt konto **jean.grey@mailinator.com**.

Aktivera konto

Denna länk upphör att gälla om 24 timmar och fungerar bara en gång. Om länken inte går att klicka på, kopiera och klistra in den i din webbläsare.

Vänliga hälsningar,
Visma

VISMA

Enter a password for the account and click on the green button "Ändra lösenord" to proceed.
- Minimum 8 characters
- Minimum 1 capital letter
- Minimum 1 lowercase letter
- Minimum 1 numerical
- Minimum 1 special character

Click the green button "OK, jag har läst" to accept user terms and proceed.

Användarvillkor

Våra Användarvillkor har uppdaterats

Du är ansvarig för ditt användarkonto och hur det används. Detta inkluderar säkerheten, platsen och uppkopplingen för alla enheter som du använder. Skydda ditt lösenord eller andra säkerhets- och behörighetsuppgifter genom att hålla dem hemliga och konfidentiella. Du får inte dela ditt användarkonto med någon annan eller använda det på ett sätt som strider mot Användningsvillkoren.

www.visma.com/trust-centre/transparency-main/smb/service-information/terms-of-service

Användning av Vismas tjänster innebär behandling av dina användningsdata. Läs mer om hur Visma behandlar personuppgifter:

www.visma.com/trust-centre/transparency-main/smb/transparency/usage-data
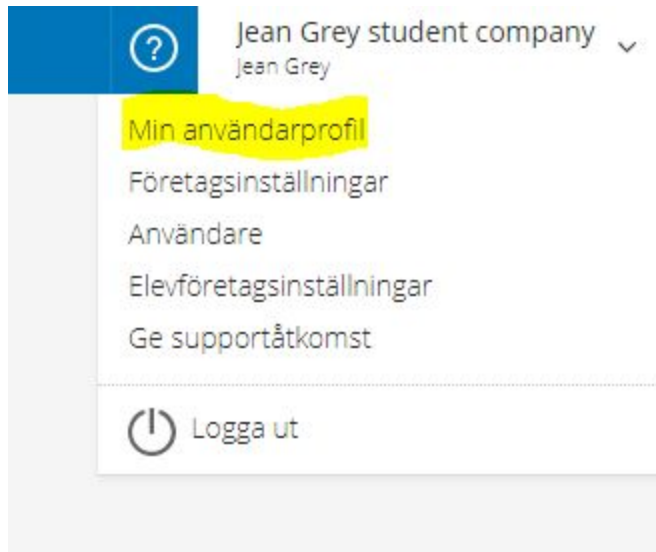
OK, jag har läst

VISMA

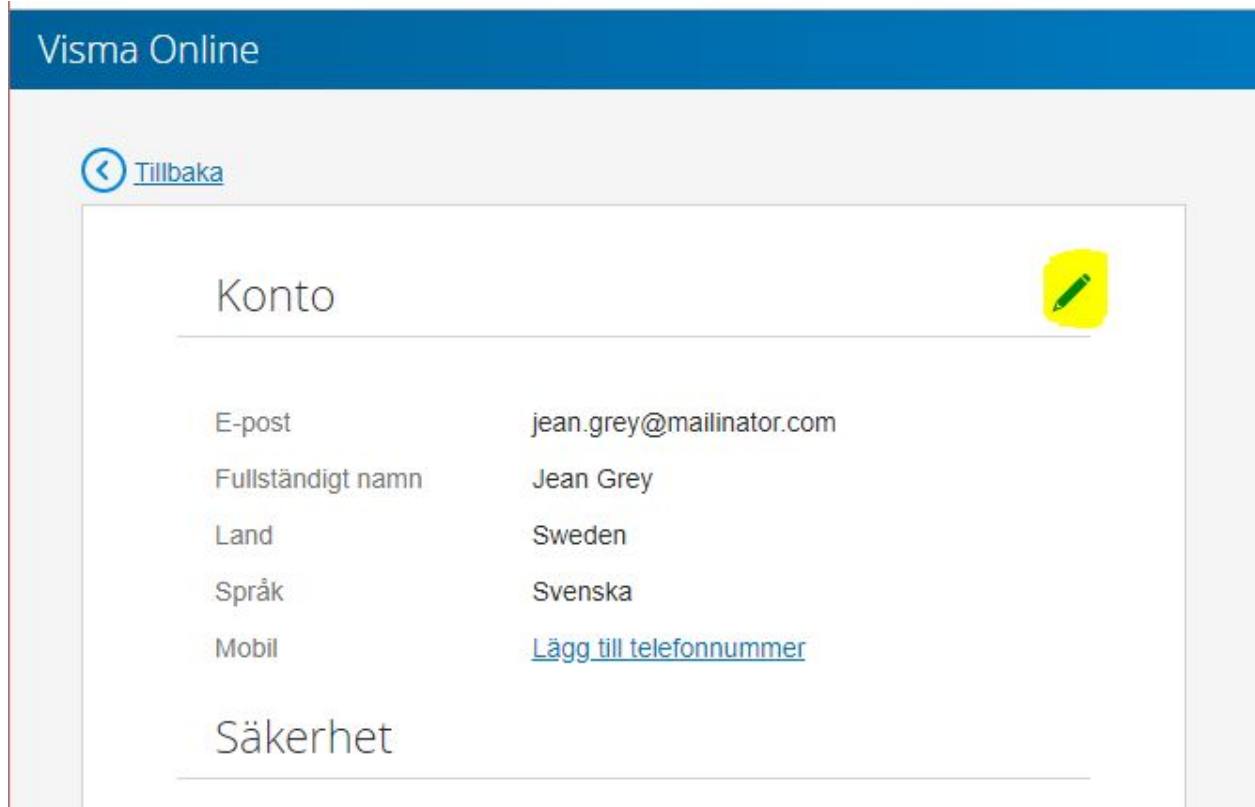# Language settings

If you prefer English instead of Swedish, select "Min användarprofil" in the menu in the top right corner.

Click on the pen image button to edit.

Select a language in the dropdown "Språk" and click the green button "Spara":

You may also have to change here:

Scope for Bug Bounty

Most of the pages accessible from the top right menu are in the scope of the Bug Bounty program, but keep an eye on the URL - all pages included are should be in one of the following subdomains:

https://myservices.stage.vismaonline.com
http://myservices-api.stage.vismaonline.com/
https://admin.stage.vismaonline.com

https://identity.stage.vismaonline.com