

Prerequisites


Before you can begin creating a new Provisioning definition, ensure that you meet the following prerequisites:

- Set your Provisioning Permissions (Required)
- View/Edit the Web Application Registry (Optional)
- Remove the SharePoint Online Tenant Web App from the Web Application Registry (Optional)

These prerequisites are described below.

Setting Provisioning Permissions (Required)

Before you begin using the Provisioning application, you must set up permissions for users so they can request site collections and sites. Ensure the following:

- You must add users to the Visitors group on the site where Provisioning Administration has been installed.
- Users must have "Contribute" permissions on both the **Provisioning Requests** list and the **Provisioning Definitions** list, or they will not be able to provision any sites or site collections.
- Users must make Provisioning requests from the SharePoint site menu () in any site. The Provisioning request menu items, **Request New Site** and **Request New Site Collection** only display for site owners.

Note

If you want to restrict which Provisioning definition(s) a user can see, navigate to the Provisioning Definitions list for the definition you want to restrict, and remove "Read" access for the user or user group. These users will no longer see those Provisioning definitions when they request a site collection or site.

Viewing/Editing the Web Application Registry (Optional)

In the Provisioning Pre-Configuration Tasks section, you [installed the Web Application Registry](#).

To view or edit the web apps in the Web Application Registry, follow these steps:

1. Navigate to the Governance Hub Dashboard by going to **Settings** (⚙️) > **Site Settings**.
2. Under the Site Administration section, click **Governance Hub**. The Governance Hub dashboard displays.
3. On the dashboard, click the **Provisioning** tile. The Provisioning configuration page displays.
4. Under the Global Configuration section, click the Actions (...) menu for the **All Sites** Global Configuration Group, and then select **Edit Web Application Registry**.

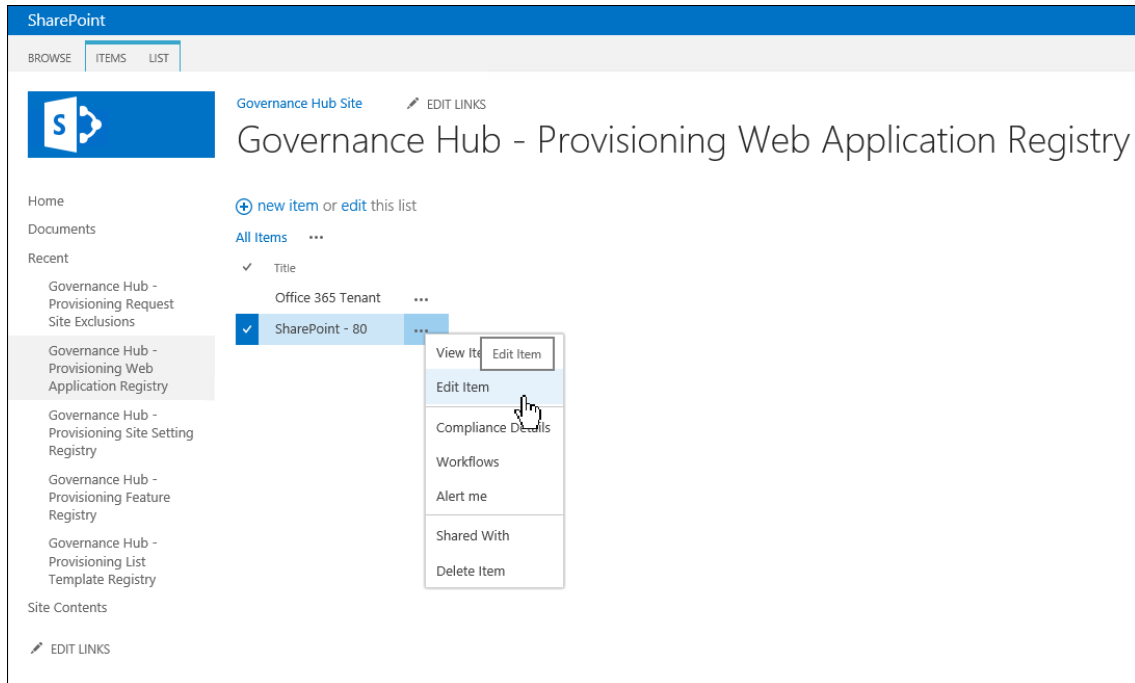
The screenshot shows the 'Provisioning' page in the Governance Hub. It includes sections for 'Product Information' and 'Global Configuration'. The 'Global Configuration' section contains a table with columns for 'Global Configuration Group Name', 'Actions', 'Regular Expression Value', and 'Configured'. The 'All Sites' group is highlighted, and its Actions menu is open, showing options like 'Edit Global Settings', 'Edit Request Site Exclusions', 'Edit List Template Registry', 'Edit Feature Registry', 'Edit Site Setting Registry', and 'Edit Web Application Registry' (which is highlighted with a red box). Below this, the 'Installed Locations' section shows a table with columns for 'Site Name', 'Actions', 'Regular Expression Value', 'Type', 'Platform', and 'Subscribed'. The 'Governance Hub' site is listed with the URL 'sharepoint.com/sites/govhub' and 'Feature-activated' type.

Global Configuration Group Name	Actions	Regular Expression Value	Configured
All Sites	...	*	✓

Site Name	Actions	Regular Expression Value	Type	Platform	Subscribed
Governance Hub	...	sharepoint.com/sites/govhub	Feature-activated	O365	✓

The Web Application Registry page displays, providing a list of your web apps.

5. Click the **Open (...)** menu next to the desired web app in the list, and then click **Edit Item**. The Web Application Registry Edit page displays, enabling you to configure the following settings.



Note

The following Web Application Registry settings are populated by the `Populate-WebApplicationRegistry.ps1` script that was run during the Provisioning installation process:

- **Title**
- **Use HTTPS** – Defaults to checked if any of the alternate access mapping URLs for a web application start with "https://"; otherwise, this is not checked.
- **Web App ID**
- **Allowed Managed Paths**
- **Platform Type** – Set to "On-premises" for the detected web applications, or "O365" for the SharePoint Online Tenant entry that is created.

- The **Evaluation Priority** setting, located at the bottom of the Edit page, enables you to select one of the following values:
- **Global Primary** – Global, non-overrideable
- **Global Secondary** – Global, overrideable

The **Global Primary** option has priority over web app entries you create locally and over **Global Secondary** selections.

The remaining settings are described in the interface, below each field.



6. When you're done configuring the registry, click **Save** to save your settings.
7. On the [Provisioning configuration page](#), click **Publish Global Configuration** to publish the registry settings and push them to your Provisioning location. It may take several minutes for your settings to publish.

Note

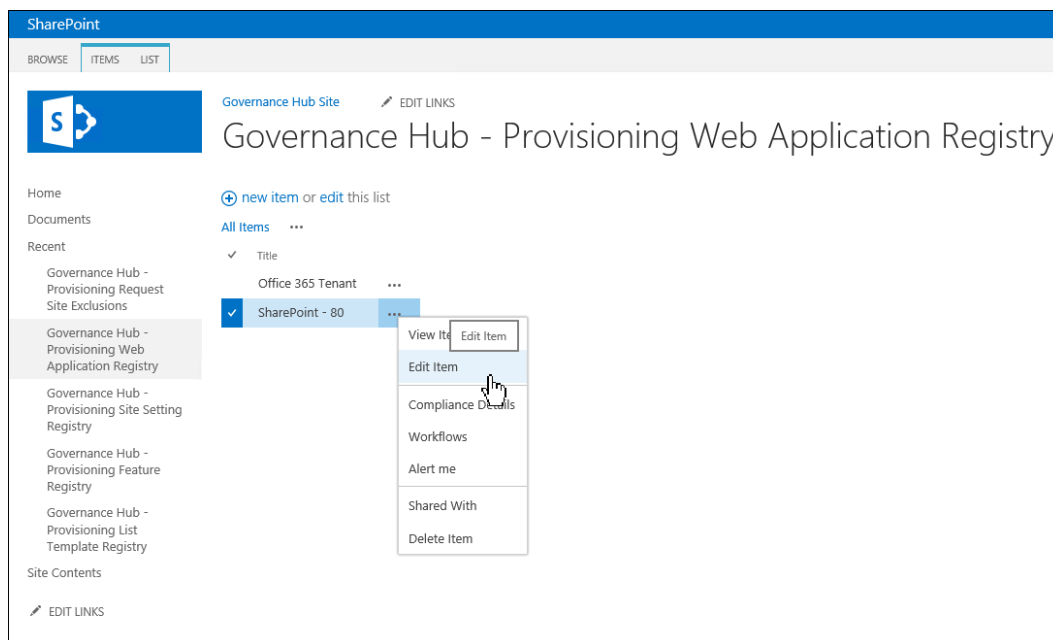
The remaining registry lists shown in the [Web Application Registry list](#) should not need additional configuration, as they are already pre-populated with SharePoint "out-of-the-box" features. However, if you have custom settings or features that you want to add, you can edit these lists by following steps 1 through 4 in this section.

You can delete a web app entry, if desired. As a result, the web app will not display in the web app list when creating definitions. This may be desired if you do not wish to include any definitions for a given web app, thus restricting site collection and site requests to certain web apps. To delete a web app, see the following section.

You can exclude sites from displaying the menu items **Request a New Site Collection** and **Request a New Site** by editing the Edit Request Site Exclusions list. When you are done editing any of these lists, you must click **Publish Global Configuration** for them to take effect.

Removing the SharePoint Online Tenant Web App from the Web Application Registry (Optional)


The **Office 365 Tenant**, listed below, is a default entry in the Web Application Registry list, and it displays even if you're installing Provisioning in an on-premises environment. This is provided as a convenience, in the event that your organization wants to configure a hybrid Provisioning, where the on-premises definitions can be used in an O365 instance.



Important!

If you have installed Provisioning in an O365 environment, the **Office 365 Tenant** is the only entry and should not be deleted.

If you want to remove the SharePoint Online Tenant web app, follow these steps:

1. Navigate to the Governance Hub Dashboard page by going to **Settings** () > **Site Settings**.
2. Under the Site Administration section, click **Governance Hub**. The Governance Hub dashboard displays.
3. Click the **Provisioning** tile. The Provisioning configuration page displays.

Installed Products List > Provisioning

Provisioning

Product Information

Name Provisioning
Description The Provisioning app allows sites and site collections to be provisioned.
Resources Resources Folder

Global Configuration

List of available global configuration groups and the product-specific configuration status for each.

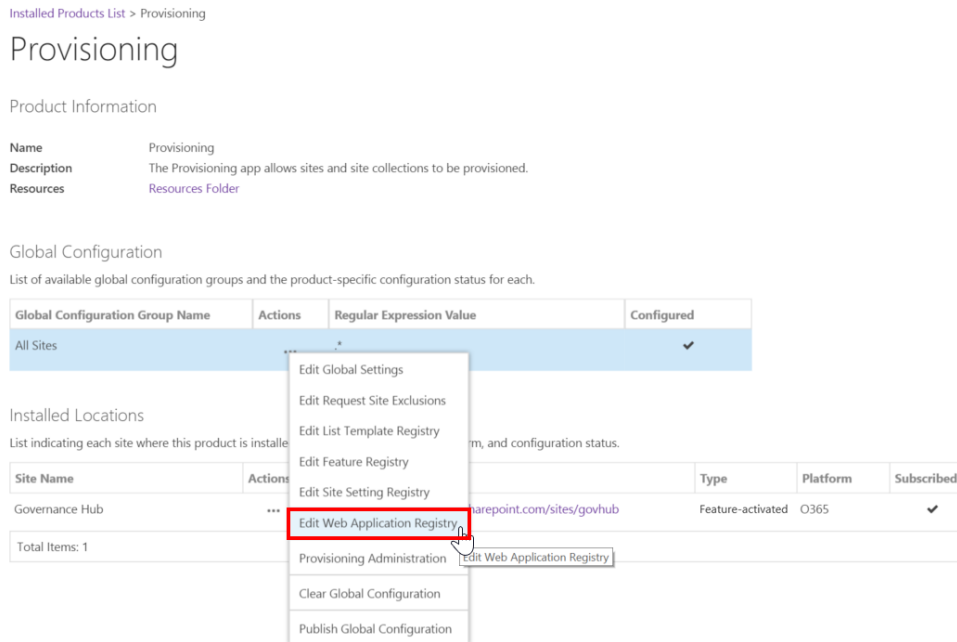
Global Configuration Group Name	Actions	Regular Expression Value	Configured
All Sites	...	*	✓

Installed Locations

List indicating each site where this product is installed, and configuration status.

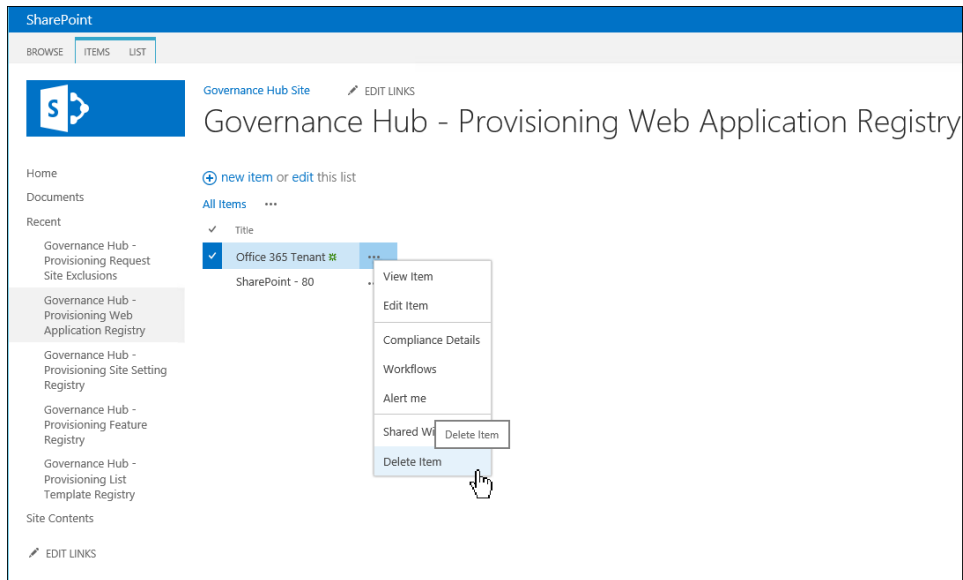
Site Name	Actions	Regular Expression Value	Type	Platform	Subscribed
Governance Hub	...	sharepoint.com/sites/govhub	Feature-activated	O365	✓

Total Items: 1



The screenshot shows the 'Provisioning' configuration page. Under the 'Global Configuration' section, there is a table with columns for 'Global Configuration Group Name', 'Actions', 'Regular Expression Value', and 'Configured'. The 'All Sites' group is highlighted, and its 'Actions' menu is open, showing options like 'Edit Global Settings', 'Edit Request Site Exclusions', 'Edit List Template Registry', 'Edit Feature Registry', 'Edit Site Setting Registry', 'Edit Web Application Registry' (highlighted with a red box), 'Provisioning Administration', 'Clear Global Configuration', and 'Publish Global Configuration'. Below this, the 'Installed Locations' section shows a table with columns for 'Site Name', 'Actions', 'Regular Expression Value', 'Type', 'Platform', and 'Subscribed'. The 'Governance Hub' site is listed with the regular expression 'sharepoint.com/sites/govhub', type 'Feature-activated', platform 'O365', and is subscribed (indicated by a checkmark).

4. Under the Global Configuration section, click the Actions (...) menu for the **All Sites** Global Configuration Group, and then select **Edit Web Application Registry**. The Web Application Registry page displays, providing a list of your web apps.



5. Click the Open (...) menu next to the Office 365 Tenant, and then click **Delete Item**. A confirmation message displays.
6. Click **OK**. The Office 365 Tenant is removed from the list.
7. On the [Provisioning configuration page](#), click **Publish Global Configuration** to publish the registry setting and push the change to your Provisioning location.

To add the SharePoint Online Tenant web app back, you will need to do this manually by performing the following steps:

1. On the Provisioning Web Application Registry page, click **+new item**. The web app Edit page opens.
2. Enter a title for the new web app (required), and any additional settings.

Note

The Web App ID field is left blank. If left blank, it's assumed that this is a web app for an SharePoint Online environment.

3. Click **Save**. The new web app displays in the Provisioning Web Application Registry list.
4. On the [Provisioning configuration page](#), click **Publish Global Configuration** to publish the registry setting and push the change to your Provisioning location. It can take several minutes for these settings to publish.