

Launching Sandbox

[See previous W5 version guide](#)

PURPOSE

This document is a detailed procedure showing how to launch a sandbox for user testing.

WHY IS THIS IMPORTANT?

CS Lucas sandbox is turned off by default. This is to allow user to turn on the sandbox which is a test environment when need arises.

PRE-REQUISITE

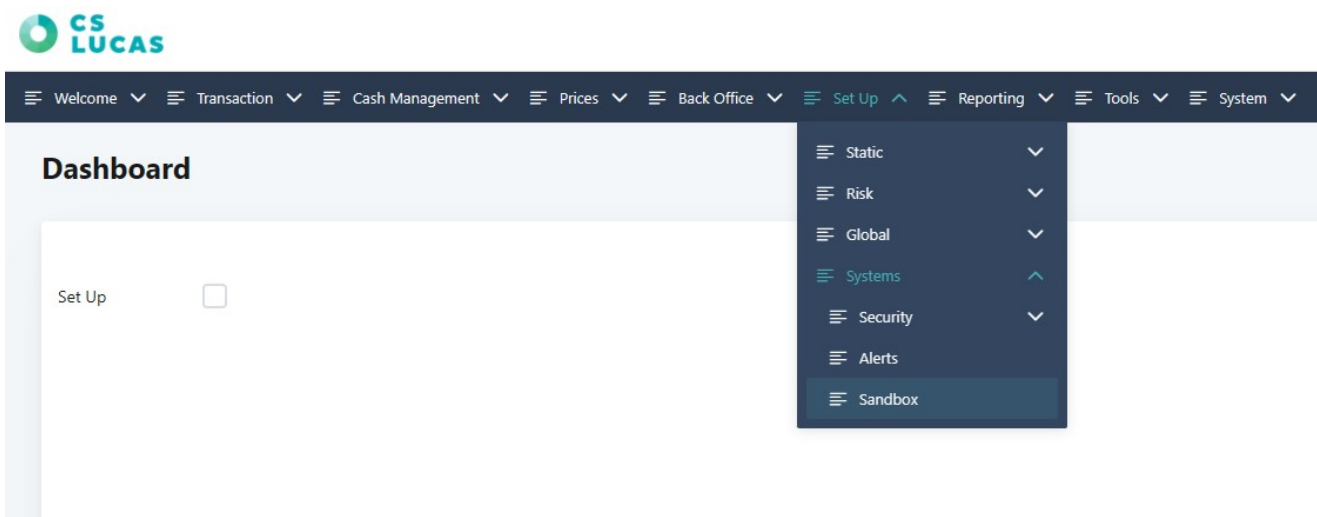
You will need the following access rights to access the Sandbox page to start the test environment.

☐	Right ID ↑↓	Category ↑↓	Assigned Permission ↑↓
☐	19900	Launch UAT	Access Launch UAT.
☐	19901	Launch UAT	Launch UAT.

PROCEDURE



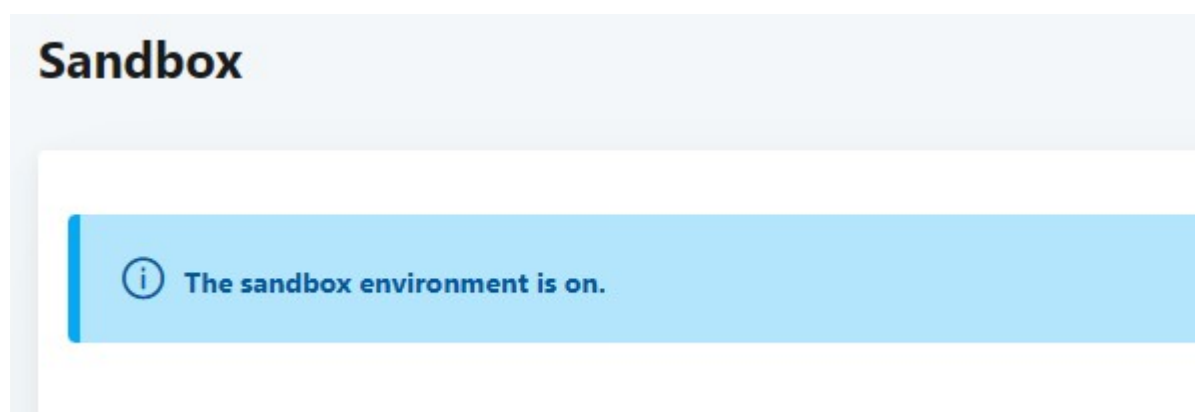
1. From the main menu, select Set Up > Systems > Sandbox.



2. This will launch the Sandbox page.

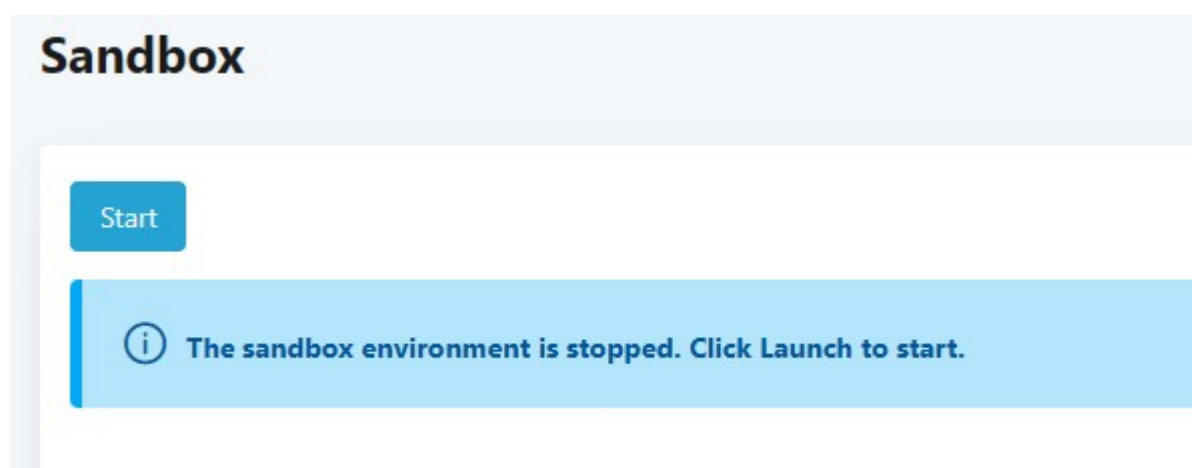
3. In the Sandbox page, you will see either of the following states:

a. Message that shows the sandbox is already on



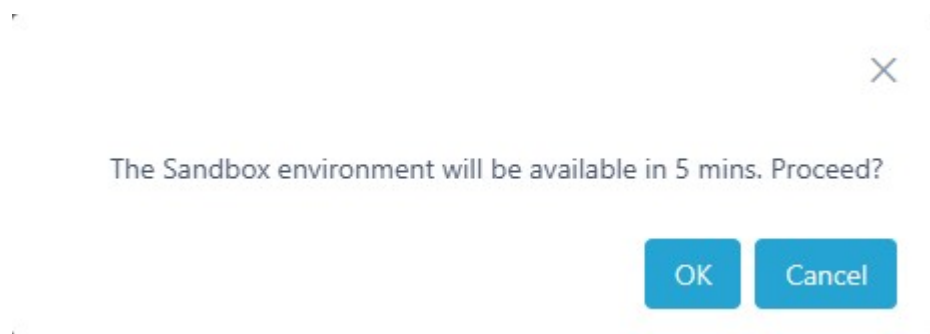
You may access the sandbox environment using UAT test URL.

b. A start button

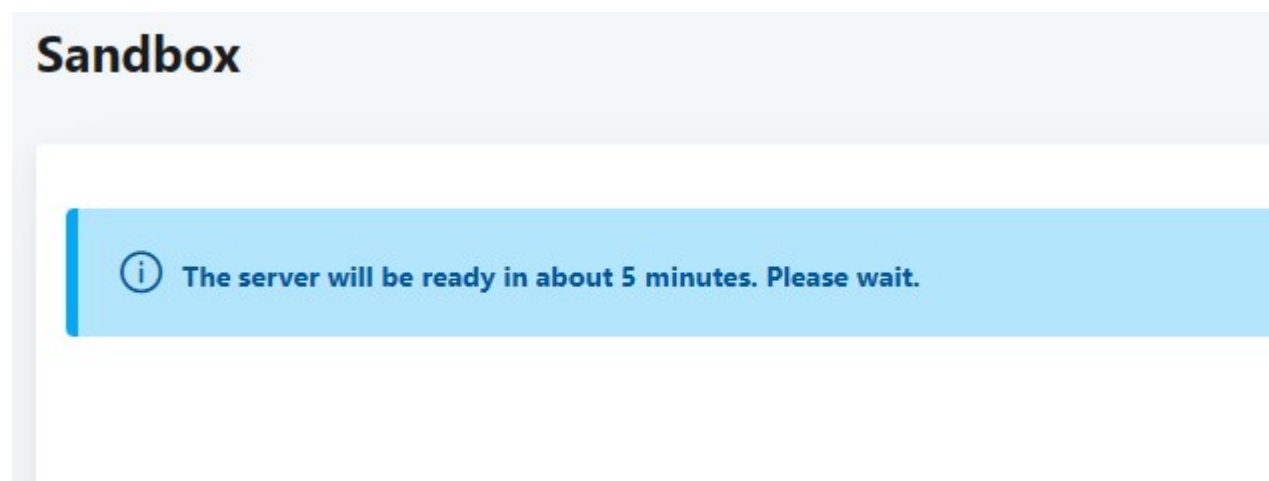


To launch the sandbox, click on Start button.

A pop-up prompt displays. Click OK to confirm.



You will see the following message saying that the server will be ready in about 5 minutes.



After 5 minutes, you may access the sandbox environment using the UAT Test URL.

NOTE: The sandbox automatically stopped at 1900 hour local time. You may restart the server after this. If you need the automatic stop time to be later, please contact CS Lucas.

FREQUENTLY ASKED QUESTIONS

FAQ01. I get the following license and subscription restriction prompt when trying to access the Sandbox page. What should I do?

Continue

LICENSING AND SUBSCRIPTION RESTRICTION
You enterprise did not license or subscribe for this feature.

USER ACTION
If you wish to activate this feature, please log a service request or contact CS Lucas.
Email:cslpa@cslucas.com.sg
Telephone:(+65)-6438-6200

Please log a case with CS Lucas support via Qliko if you see this and our support will be able to assist you.

FAQ02. I get access denied prompt when trying to access Sandbox page.

Please ensure you have assigned the access rights required. Please see Pre-Requisite above.

RELATED INFORMATION

CHANGE HISTORY

Date	By	Changes
26-Aug-2020	TS	Created.
17-Oct-2025	Lyra	Updated to W6 instructions and screenshots.