

Support flow and first point of contact

Nutanix support portal registration, opening a support case, and viewing existing cases

Lenovo

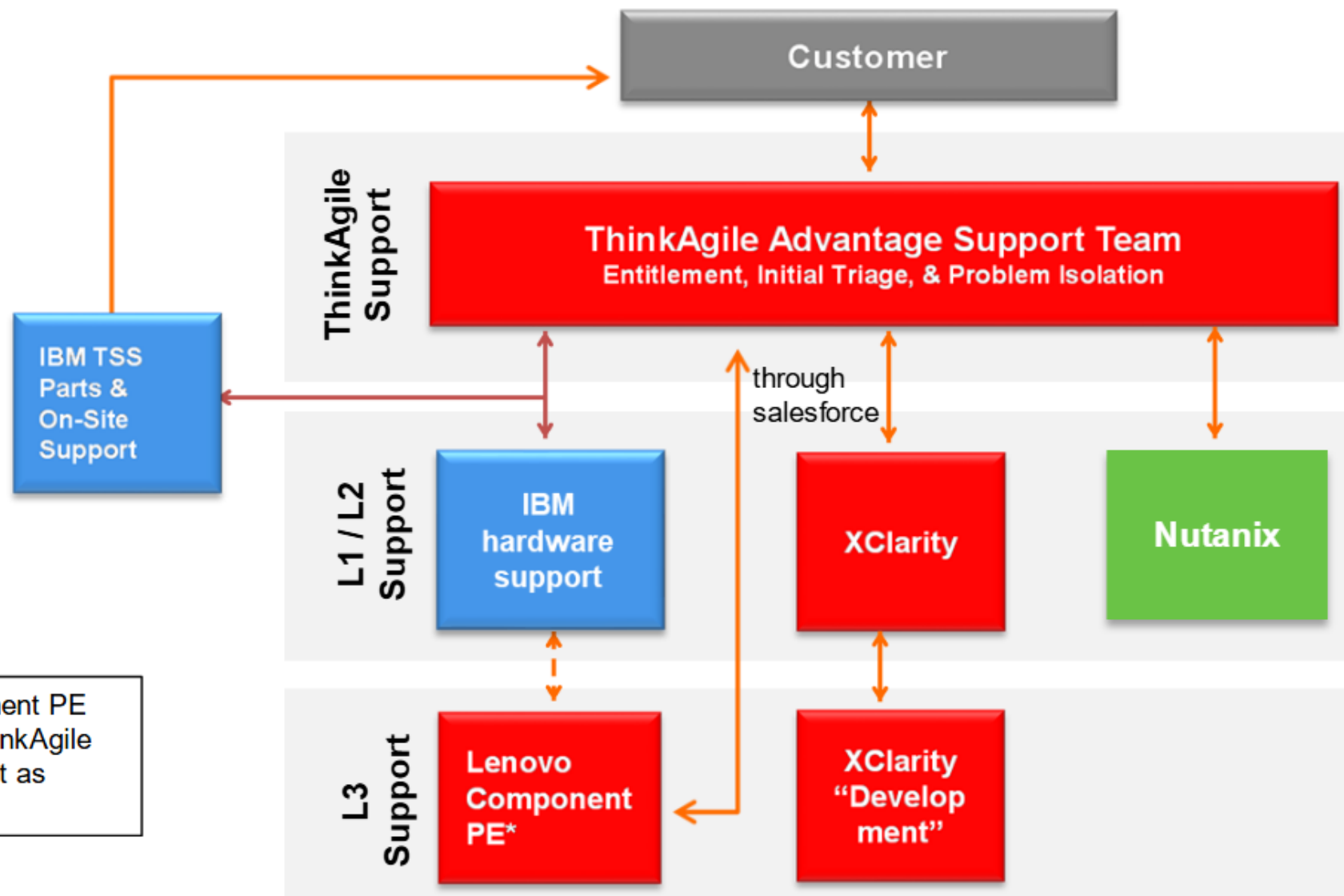
Hardware and software support

The HX Series is composed of hardware, Nutanix software, or LXCA. Therefore, system failures may be caused from either hardware or software. Here are some guidelines for Lenovo service personnel when handling calls and following up with customers:

- Lenovo L0/L1/L2 support (service by IBM) is the first contact for calls pertaining to ThinkAgile HX Series.
- The customer should provide the machine type and serial number of their Lenovo ThinkAgile HX Series to identify themselves as someone who is entitled to support.
- Lenovo L0/L1/L2 support (service by IBM) is the first point of contact to determine whether a case falls within the hardware or software category.
- If the issue is related to software, Lenovo L0/L1/L2 support (service by IBM) opens a case through Nutanix's Support Portal (<http://portal.nutanix.com>) or the support agent can call 1-855-688-2649 and select **option 3** for all issues. (International phone numbers are available at <https://www.nutanix.com/support-services/product-support/support-phone-numbers>)
- Lenovo L0/L1/L2 support (service by IBM) works the case Business As Usual (BAU) for hardware issues.
- If the problem is hardware in nature, the support agent follows the established procedures for further problem determination and isolation.
- Nutanix manages their own list of defects or issues.
- Nutanix hands off issues to Lenovo L0/L1/L2 support (service by IBM) when a reverse hand off is needed for hardware issues.
- The customer interface switches to Nutanix once Nutanix gets involved in a case.
- Nutanix receives customer and shipment information from Lenovo. This information is used to create a customer account and the information is also used for the case management process.

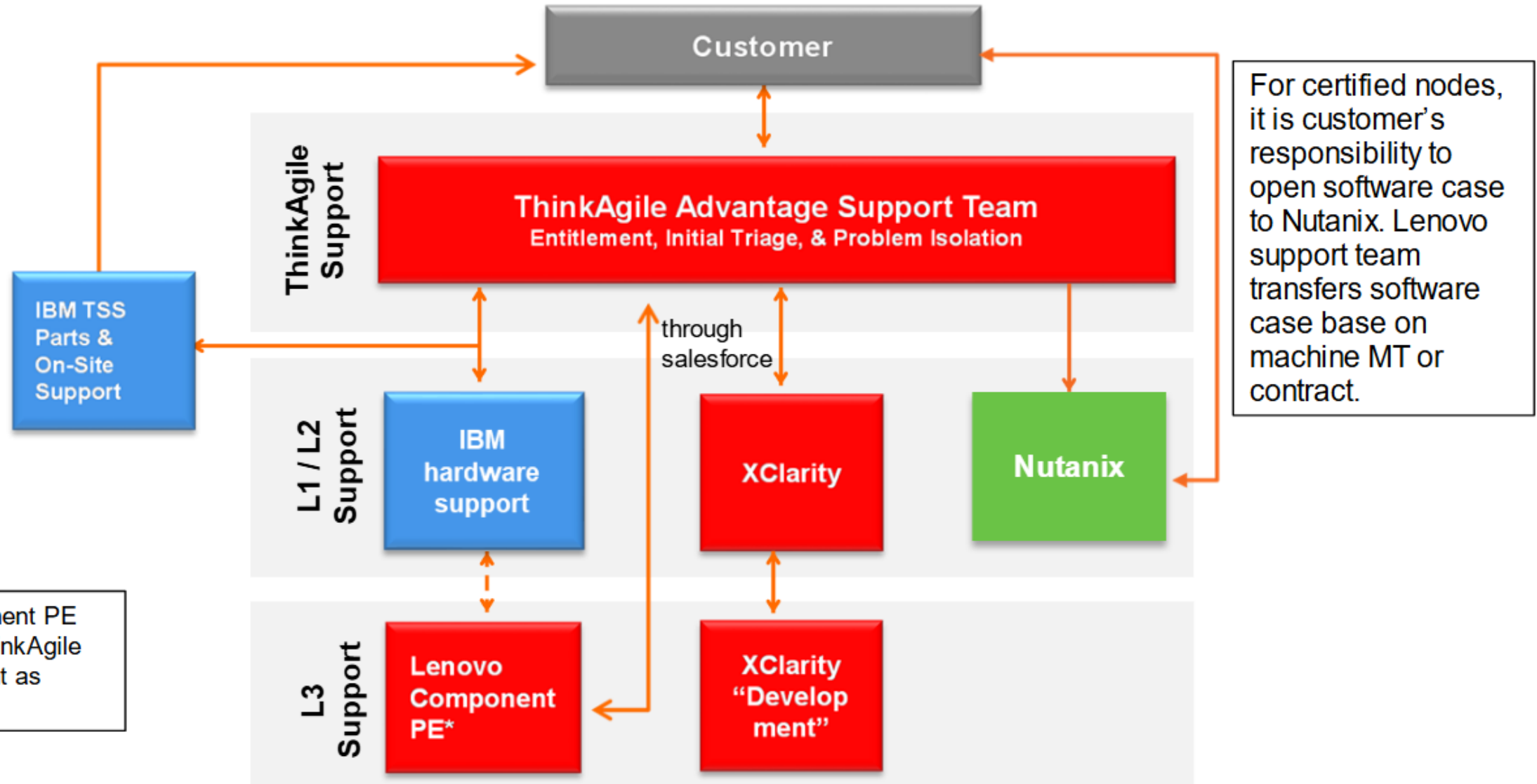
Note: If the issue comes from XClarity, customers should get XClarity support through the software support process either through the XClarity forum (free) or through fee-based XClarity support. Refer to the Lenovo XClarity support Web page for more details: <https://support.lenovo.com/us/en/solutions/HT507079>

ThinkAgile Advantage support flow on HX Series appliances



*L3/Component PE engages ThinkAgile Development as needed

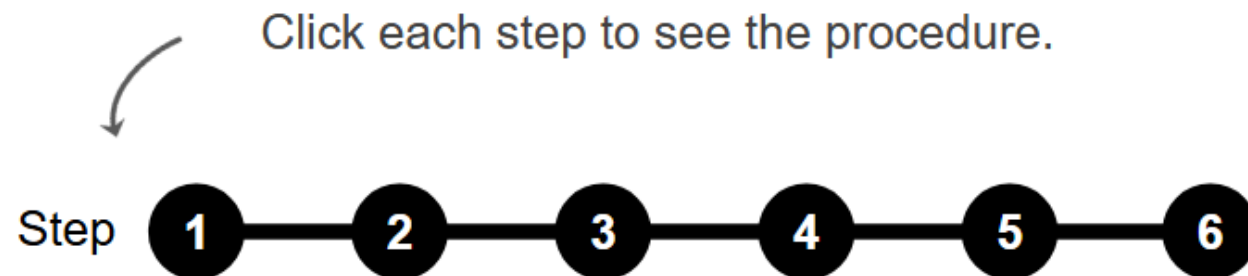
ThinkAgile Advantage support flow on HX Series certified nodes



Nutanix support portal registration

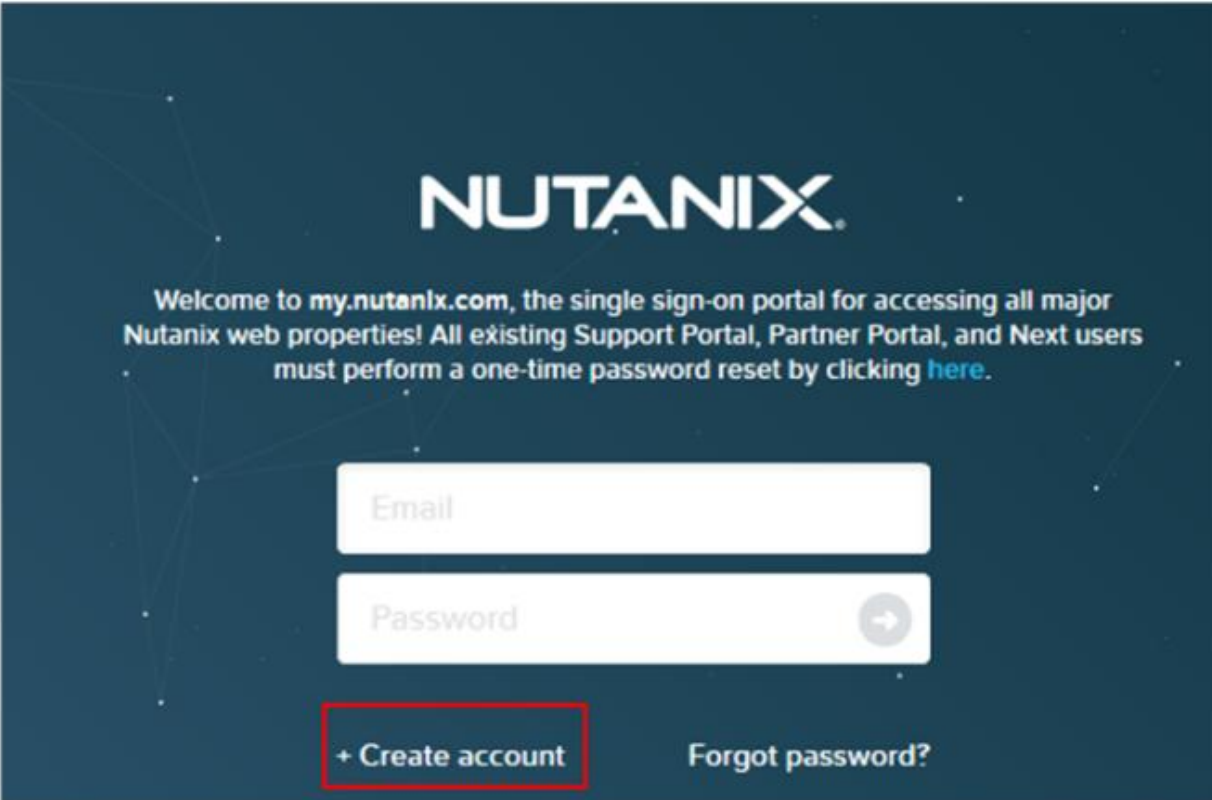
Agents expecting to take support calls for HX Series must register as a user on the Nutanix Support Portal. This provides the agent with the capability to open software calls with Nutanix when a customer needs software support.

To create an account on Nutanix Support Portal, complete the following steps.



Nutanix support portal registration

Go to the Nutanix Support Portal and click the **Create account** link.

The image shows the Nutanix support portal registration page. At the top, the NUTANIX logo is displayed in white on a dark blue background. Below the logo, a welcome message reads: "Welcome to my.nutanix.com, the single sign-on portal for accessing all major Nutanix web properties! All existing Support Portal, Partner Portal, and Next users must perform a one-time password reset by clicking [here](#)." Below this message are two white input fields: "Email" and "Password". The "Password" field has a small grey arrow icon on its right side. At the bottom left, there is a red-outlined button labeled "+ Create account". To its right is a link labeled "Forgot password?".

NUTANIX

Welcome to my.nutanix.com, the single sign-on portal for accessing all major Nutanix web properties! All existing Support Portal, Partner Portal, and Next users must perform a one-time password reset by clicking [here](#).

Email

Password

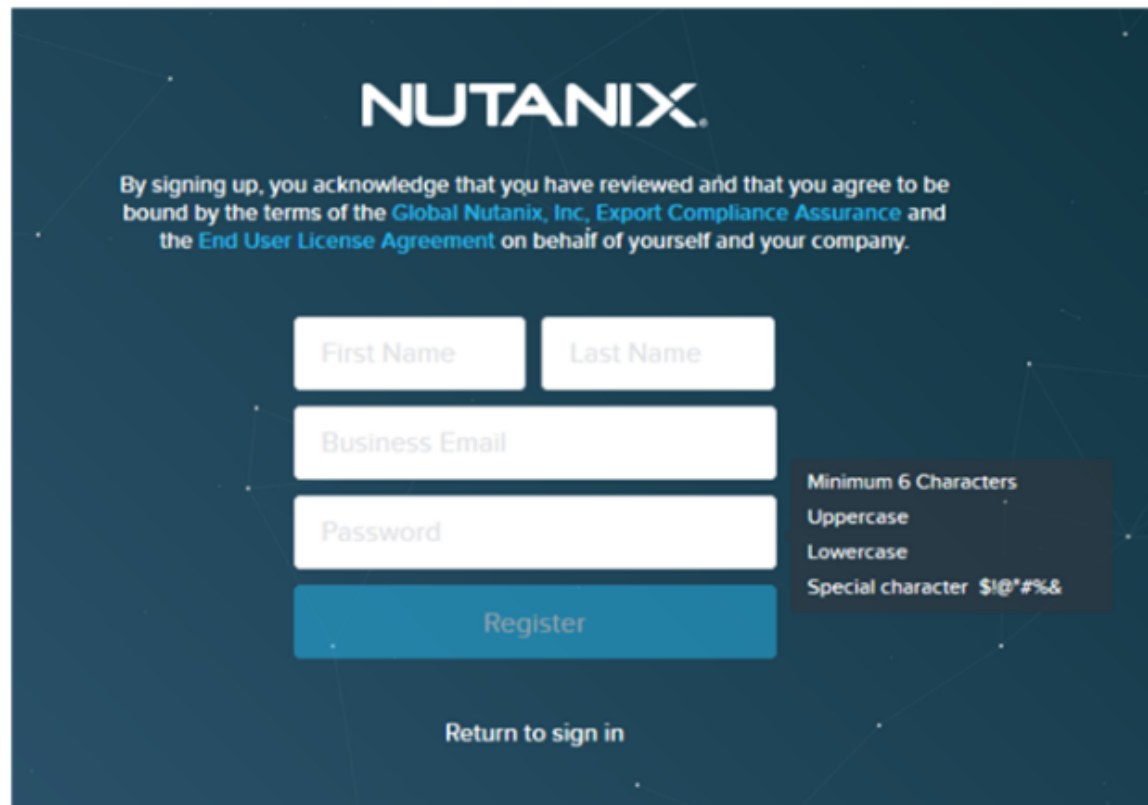
+ Create account

[Forgot password?](#)



Nutanix support portal registration

The create account Web page displays. Fill in the necessary information and the user is guided through a series of steps to create and activate the personal portal account.

The image shows a registration form for the Nutanix support portal. At the top, the Nutanix logo is displayed. Below it, a disclaimer states: "By signing up, you acknowledge that you have reviewed and that you agree to be bound by the terms of the [Global Nutanix, Inc. Export Compliance Assurance](#) and the [End User License Agreement](#) on behalf of yourself and your company." The form consists of several input fields: "First Name" and "Last Name" (two separate boxes), "Business Email", and "Password". To the right of the "Password" field, there is a list of password requirements: "Minimum 6 Characters", "Uppercase", "Lowercase", and "Special character \$!@*#%&". Below the input fields is a blue "Register" button. At the bottom of the form, there is a link that says "Return to sign in".

NUTANIX

By signing up, you acknowledge that you have reviewed and that you agree to be bound by the terms of the [Global Nutanix, Inc. Export Compliance Assurance](#) and the [End User License Agreement](#) on behalf of yourself and your company.

First Name Last Name

Business Email

Password

Minimum 6 Characters
Uppercase
Lowercase
Special character \$!@*#%&

Register

[Return to sign in](#)



Nutanix support portal registration

When the account is created, an e-mail notification is sent to the user. Click the hyperlink to activate the account. After the account is activated, the Support Portal page displays where the user can log back in with the e-mail address and password.



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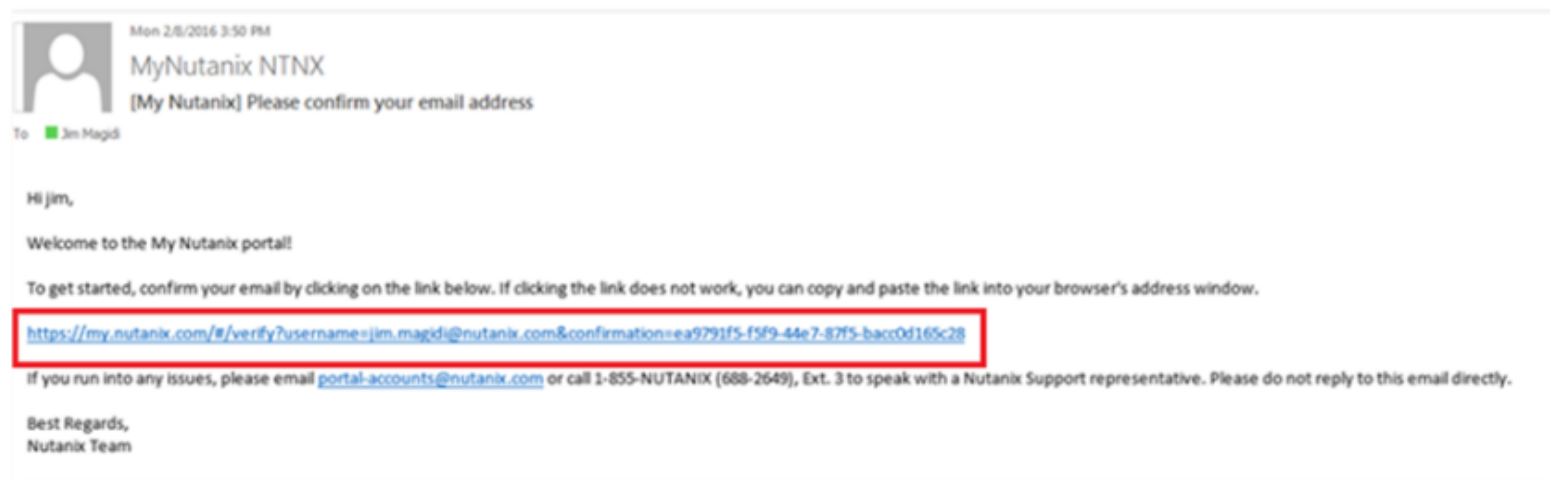
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Nutanix support portal registration

When the account is created, an e-mail notification is sent to the user. Click the hyperlink to activate the account. After the account is activated, the Support Portal page displays where the user can log back in with the e-mail address and password.



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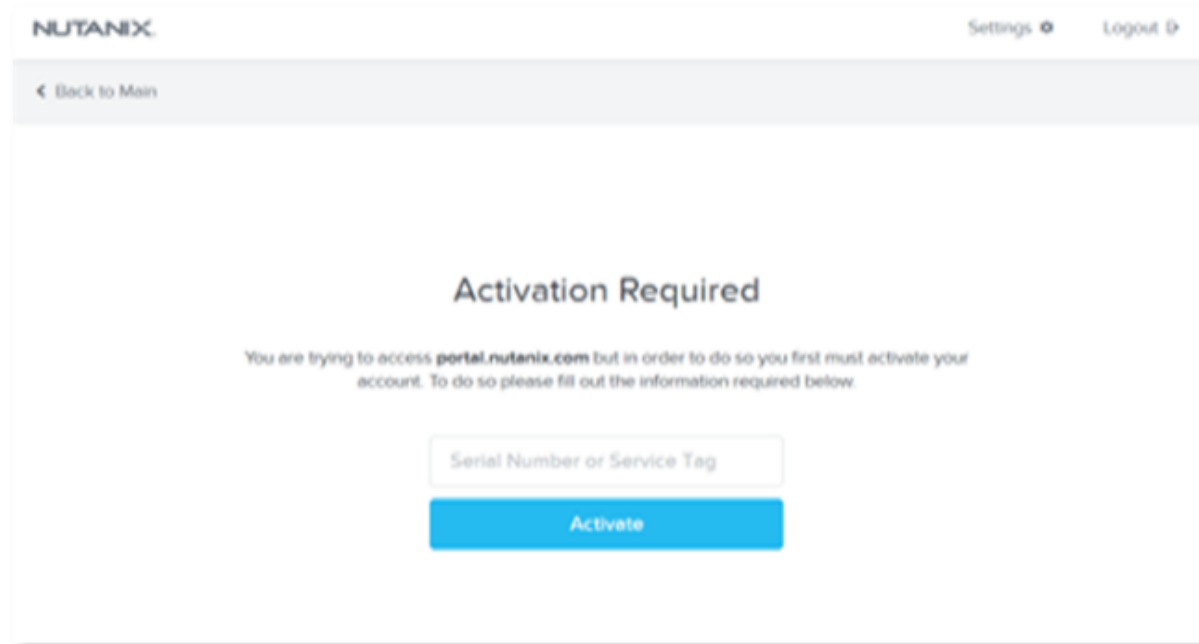
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Nutanix support portal registration

The “Activation Required” page appears.
Enter the activation code
LEN_IBM4Support to activate the
account.



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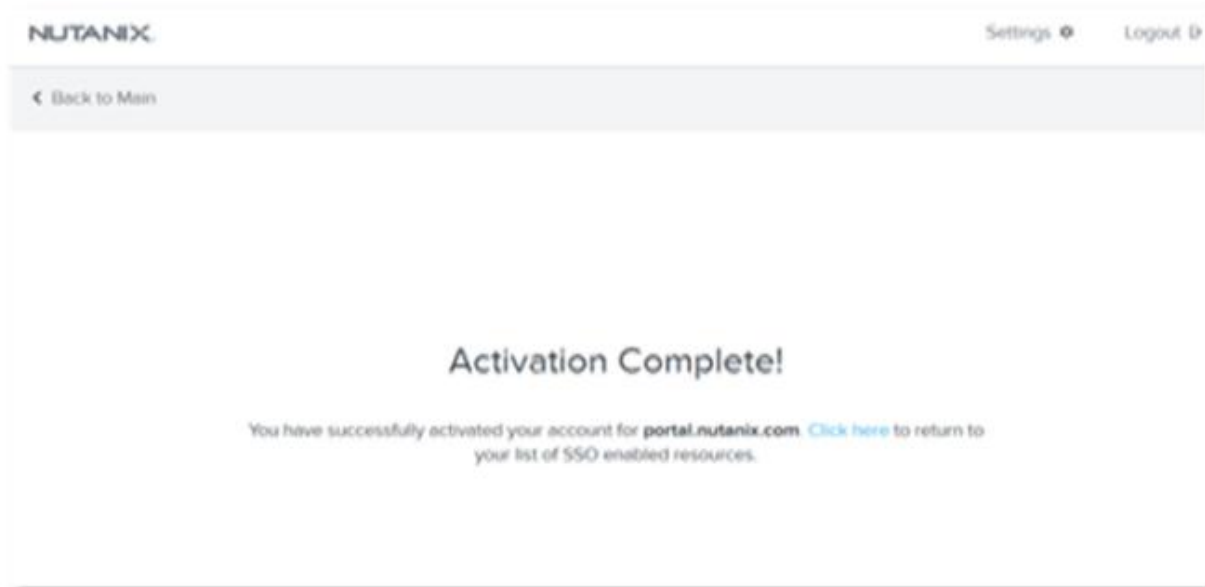
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Nutanix support portal registration

When the activation code is accepted, an activation completion notification is displayed on the screen. The user can log back in to the Support Portal.



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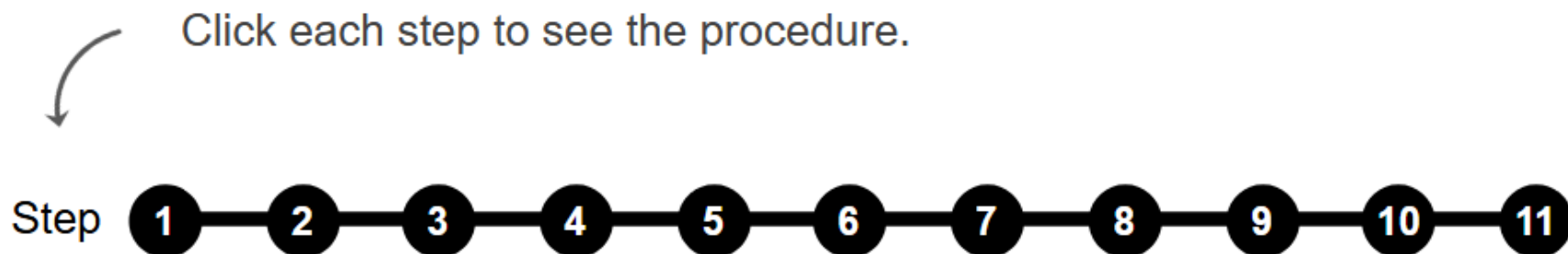
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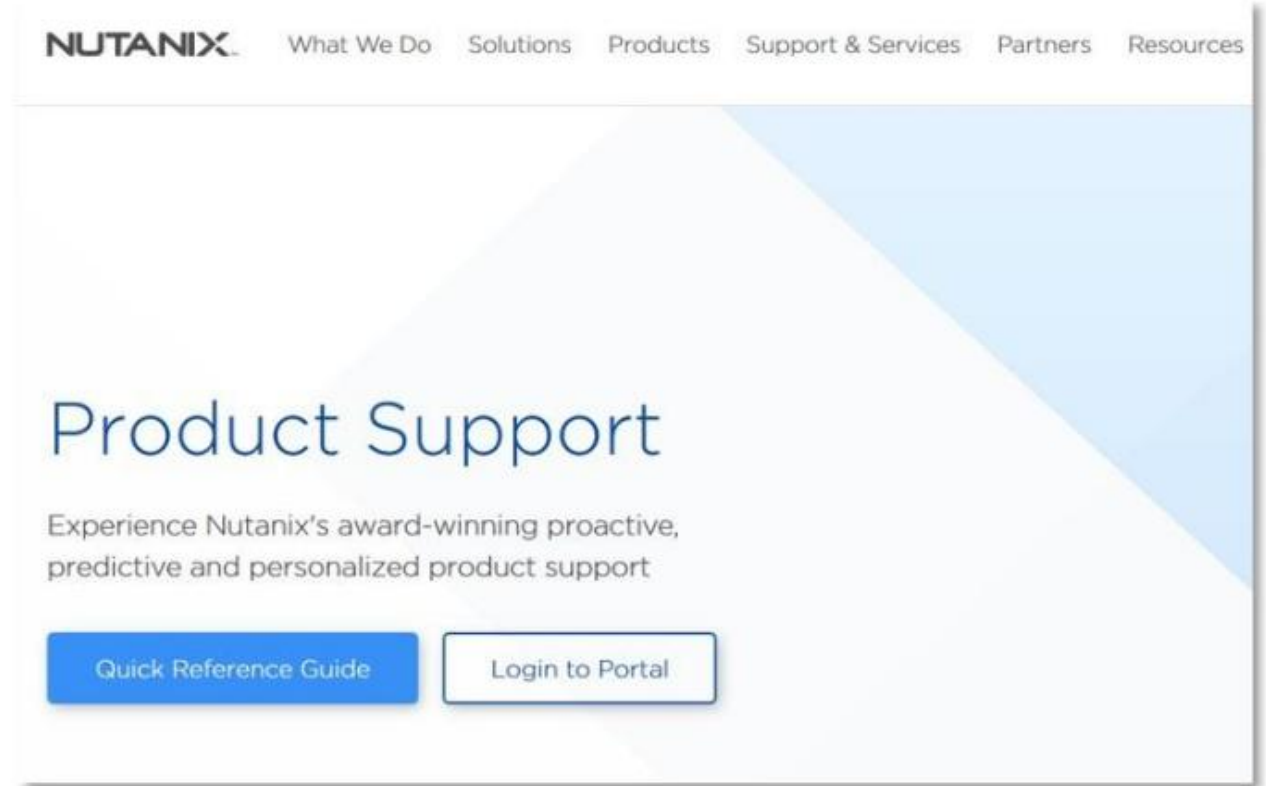
How to open a support case with Nutanix

To open a support case with Nutanix, complete the following steps:



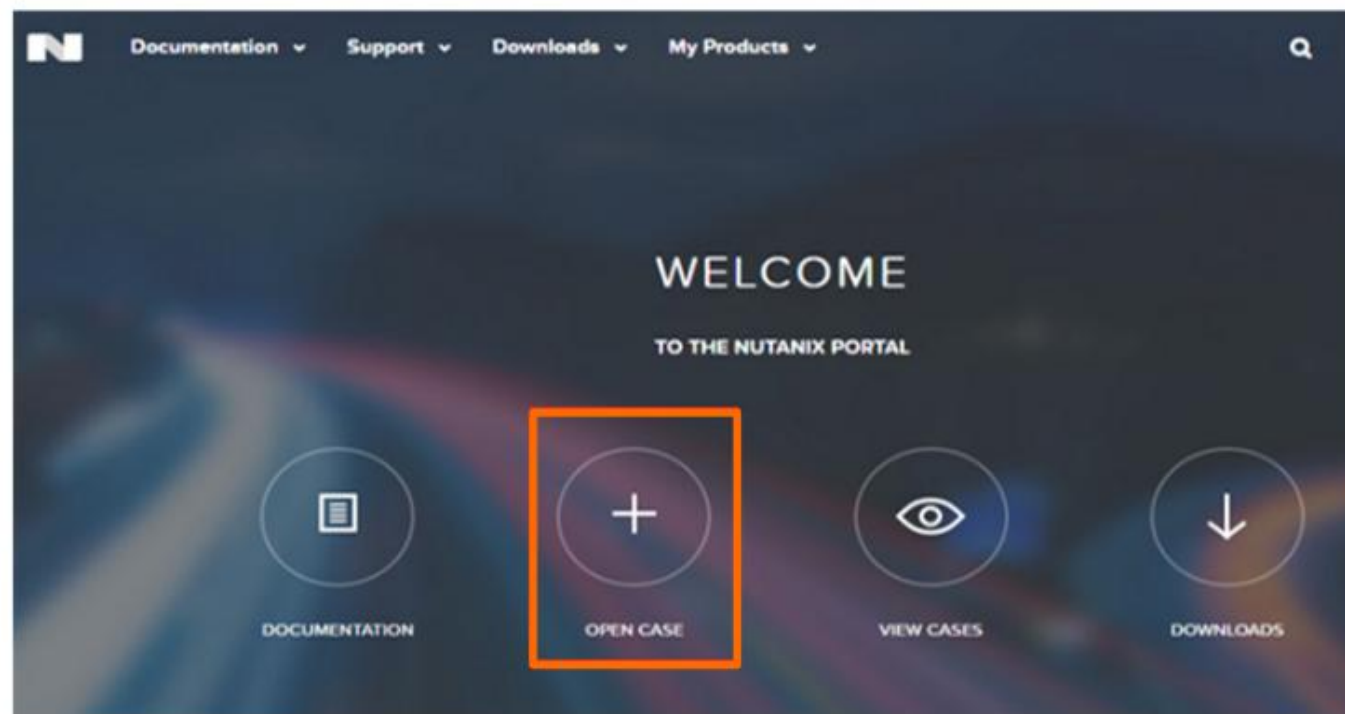
How to open a support case with Nutanix

Log in to the [Nutanix Support Portal](#).



How to open a support case with Nutanix

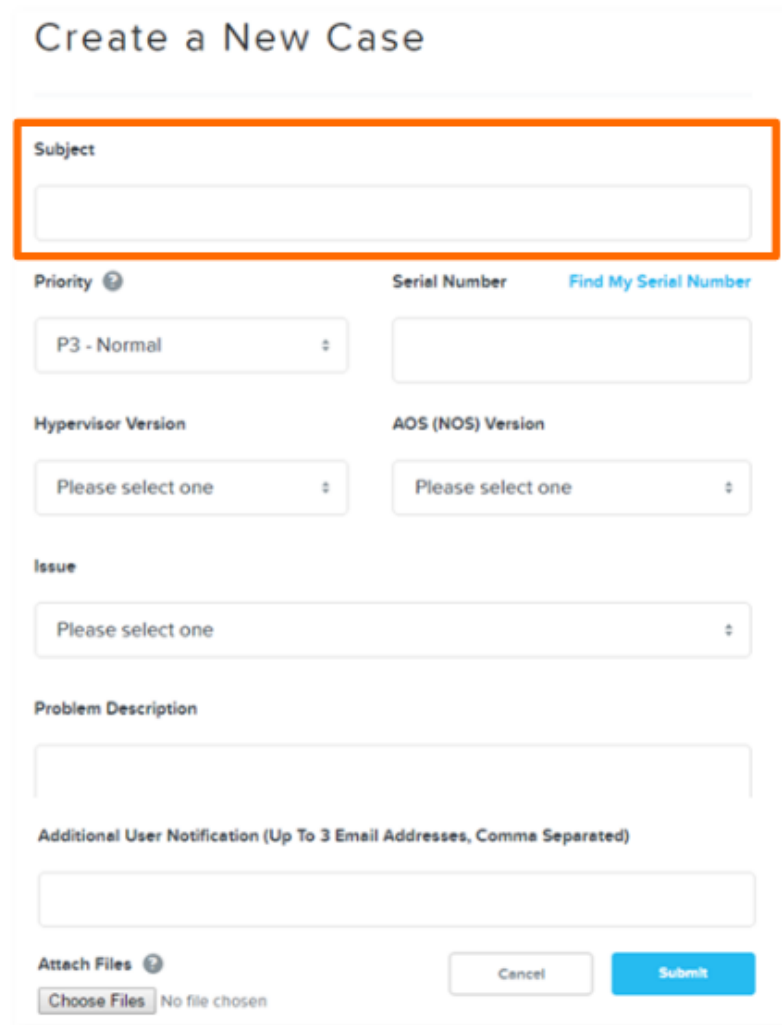
On the welcome page, select **Open Case**.



Step **1** — **2** — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10 — 11

How to open a support case with Nutanix

The Create a New Case page is displayed. In the Subject line, enter **Nutanix SW issue- HW case # xxxxxxxxxx** if an HW case has been opened with Lenovo.



The screenshot shows the 'Create a New Case' form. The 'Subject' field is highlighted with an orange border. Below it are fields for 'Priority' (set to 'P3 - Normal'), 'Serial Number' (with a link 'Find My Serial Number'), 'Hypervisor Version' (set to 'Please select one'), 'AOS (NOS) Version' (set to 'Please select one'), 'Issue' (set to 'Please select one'), 'Problem Description', 'Additional User Notification (Up To 3 Email Addresses, Comma Separated)', and an 'Attach Files' section with a 'Choose Files' button and 'No file chosen' text. 'Cancel' and 'Submit' buttons are at the bottom right.

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How to open a support case with Nutanix

Select the Priority level according to the customer's request.

Create a New Case

Subject

Priority ⓘ
P3 - Normal

Serial Number [Find My Serial Number](#)

Hypervisor Version
Please select one

AOS (NOS) Version
Please select one

Issue
Please select one

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ
Choose Files No file chosen

Cancel Submit

Step

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How to open a support case with Nutanix

Enter Serial number of the Lenovo HW device.

Create a New Case

Subject

Priority ⓘ

P3 - Normal ⓘ

Hypervisor Version

Please select one ⓘ

AOS (NOS) Version

Please select one ⓘ

Issue

Please select one ⓘ

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

Choose Files No file chosen

Cancel Submit

Serial Number [Find My Serial Number](#)

Step

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How to open a support case with Nutanix

For Hypervisor Version, select **NA** from the drop-down menu.

Create a New Case

Subject

Priority ⓘ P3 - Normal ⓘ

Serial Number [Find My Serial Number](#)

Hypervisor Version Please select one ⓘ

AOS (NOS) Version Please select one ⓘ

Issue Please select one ⓘ

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

Choose Files No file chosen

Cancel Submit

Step

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How to open a support case with Nutanix

For the AOS (NOS) version, select **No NOS provided** from the drop-down menu.

Create a New Case

Subject

Priority ⓘ Serial Number [Find My Serial Number](#)

P3 - Normal

Hypervisor Version

AOS (NOS) Version

Please select one

Issue

Please select one

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

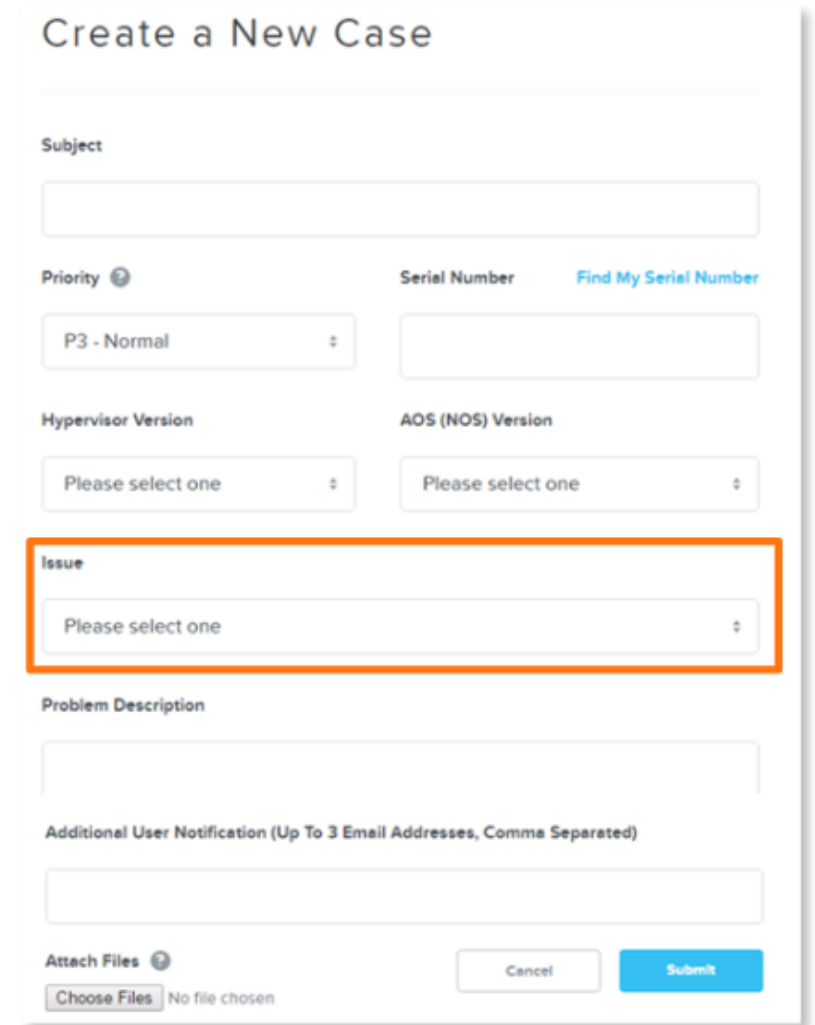
Choose Files No file chosen

Cancel Submit

Step 1 2 3 4 5 6 7 8 9 10 11

How to open a support case with Nutanix

In the Issue section, select **Technical Problem** from the drop-down menu.



The screenshot shows the 'Create a New Case' form. The 'Issue' dropdown menu is highlighted with an orange border. The form includes fields for Subject, Priority (set to P3 - Normal), Serial Number (with a 'Find My Serial Number' link), Hypervisor Version, AOS (NOS) Version, Problem Description, and Additional User Notification. At the bottom, there is an 'Attach Files' section with a 'Choose Files' button and a 'Submit' button.

Create a New Case

Subject

Priority ⓘ P3 - Normal ⓘ

Serial Number [Find My Serial Number](#)

Hypervisor Version Please select one ⓘ

AOS (NOS) Version Please select one ⓘ

Issue

Please select one ⓘ

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

Choose Files No file chosen

Cancel Submit

Step

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How to open a support case with Nutanix

In Problem Description section, enter detailed description of the problem itself, and enter any additional information required to communicate with Nutanix.

Create a New Case

Subject

Priority ⓘ P3 - Normal ⓘ

Serial Number [Find My Serial Number](#)

Hypervisor Version Please select one ⓘ

AOS (NOS) Version Please select one ⓘ

Issue Please select one ⓘ

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

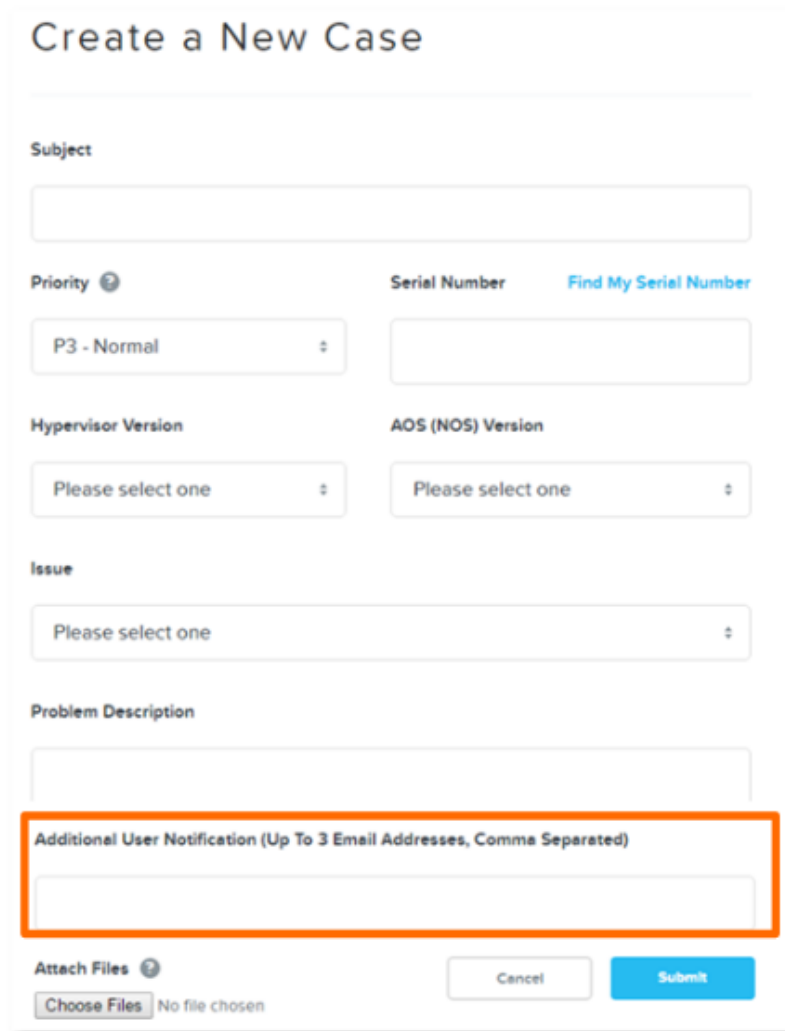
Choose Files No file chosen

Cancel Submit

Step **1** — **2** — **3** — **4** — **5** — **6** — **7** — **8** — **9** — **10** — **11**

How to open a support case with Nutanix

In the Additional User Notification section, up to three e-mail addresses, starting with the one for the customer to be contacted can be entered.



The screenshot shows the 'Create a New Case' form with the following fields:

- Subject:** A text input field.
- Priority:** A dropdown menu with 'P3 - Normal' selected.
- Serial Number:** A text input field with a link 'Find My Serial Number'.
- Hypervisor Version:** A dropdown menu with 'Please select one'.
- AOS (NOS) Version:** A dropdown menu with 'Please select one'.
- Issue:** A dropdown menu with 'Please select one'.
- Problem Description:** A text input field.
- Additional User Notification (Up To 3 Email Addresses, Comma Separated):** A text input field, highlighted with an orange border.
- Attach Files:** A section with a 'Choose Files' button and the text 'No file chosen'.
- Buttons:** 'Cancel' and 'Submit' buttons.

Step **1** — **2** — **3** — **4** — **5** — **6** — **7** — **8** — **9** — **10** — **11**

How to open a support case with Nutanix

Attaching a file or files is optional. After the sections are complete, click **Submit**.

Create a New Case

Subject

Priority ⓘ P3 - Normal ⓘ

Serial Number [Find My Serial Number](#)

Hypervisor Version Please select one ⓘ

AOS (NOS) Version Please select one ⓘ

Issue Please select one ⓘ

Problem Description

Additional User Notification (Up To 3 Email Addresses, Comma Separated)

Attach Files ⓘ

Choose Files No file chosen

Cancel Submit

Step 1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10 — 11

Viewing existing cases

As a support representative, there will be instances when the status of an existing case needs to be reviewed. Select **View Cases** when logging on to the [Nutanix Support Portal](#), and the View Cases page is displayed. Users can filter by My Cases, Open Cases, or Closed Cases. Also, cases can filter by specific customers.

