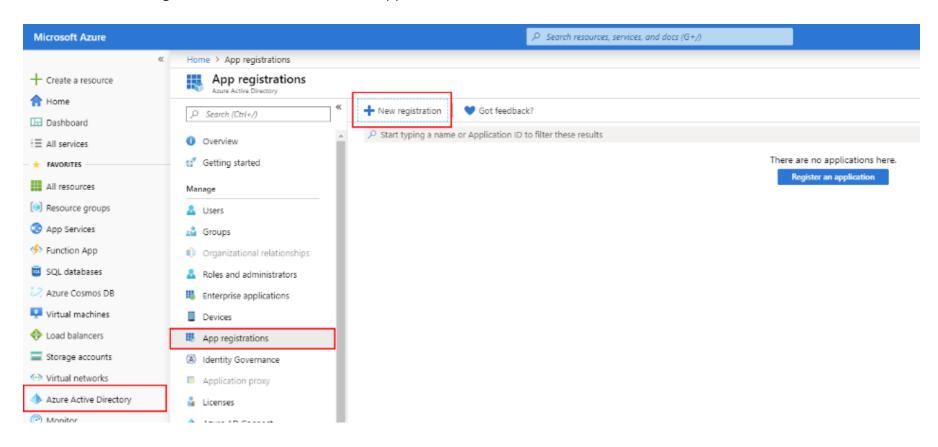
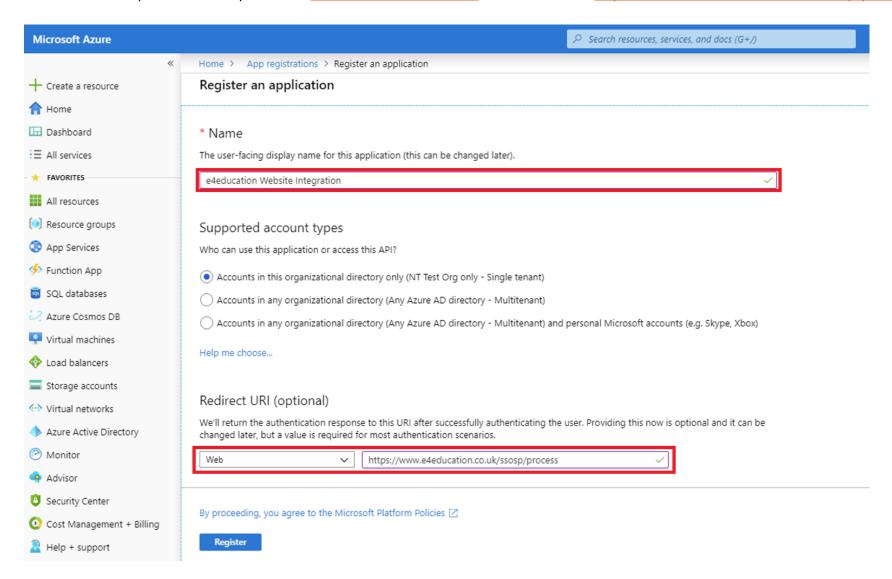
SETTING UP SINGLE SIGN ON

CLIENT AZURE AD SETUP PROCESS

- Log in to your Microsoft Azure account and select Azure Active Directory from the menu.
- Select App Registrations
- Click on the New registration button to create the app instance

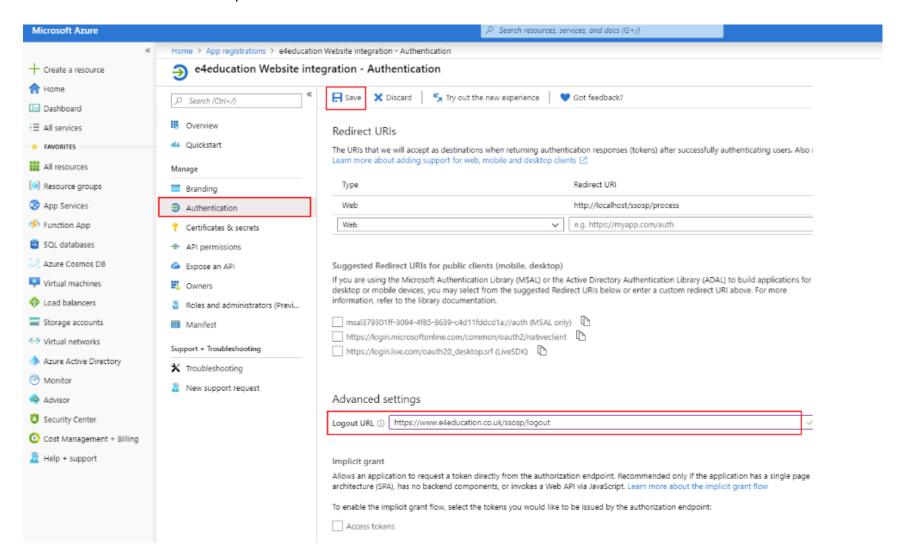


- Add a name and the supported account types to the application, and at this point you should also add a Redirect URI.
 - o This should be **your website address followed by /ssosp/process**For example, if we set up SSO for www.e4education.co.uk/ssosp/process

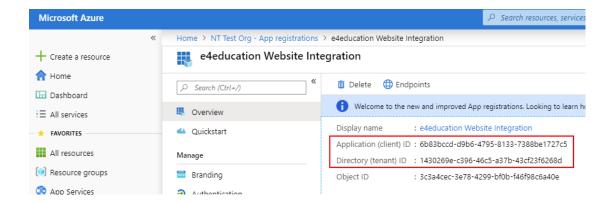


- In the App Registration, select Authentication from the menu.
- Under **Advanced settings** enter a logout URL.
 - o This should be your website address followed by /ssosp/logout. For example, if we set up SSO for www.e4education.co.uk/ssosp/logout.

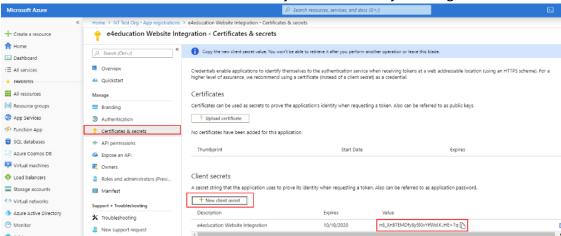
 we would enter https://www.e4education.co.uk/ssosp/logout.
- Click the Save button at the top.



- To allow the e4education CMS access to Azure AD, you will need three pieces of information from Azure.
 - Application (client) ID
 - o Directory (tenant) ID.
 - Client Secret
- Two of these are found under the Overview section.



- The third is found under **Certificates and secrets**.
 - You can create a new secret for use in by the website by clicking on New client secret.



SETTING UP SINGLE SIGN-ON IN YOUR WEBSITE

You will need to have administrator access on the website to perform this task.

Log in and select
Website> Website Settings
from the admin menu

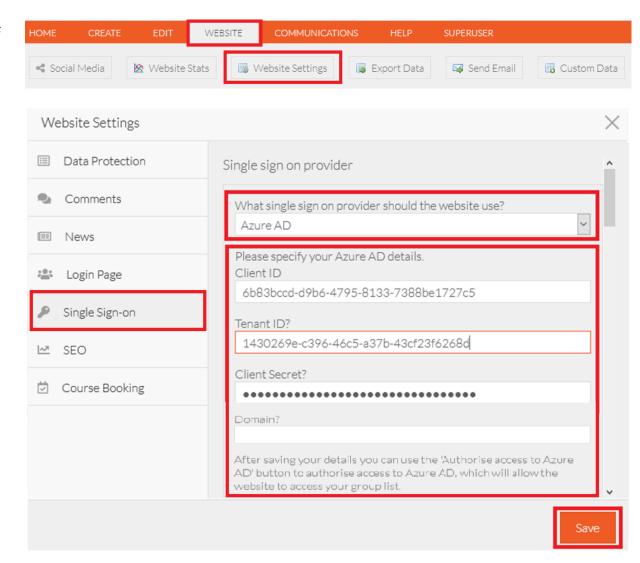
Select Single Sign-on from the menu

Choose Azure AD as the provider

Enter the Client ID, Tenant ID and Client Secret from Azure

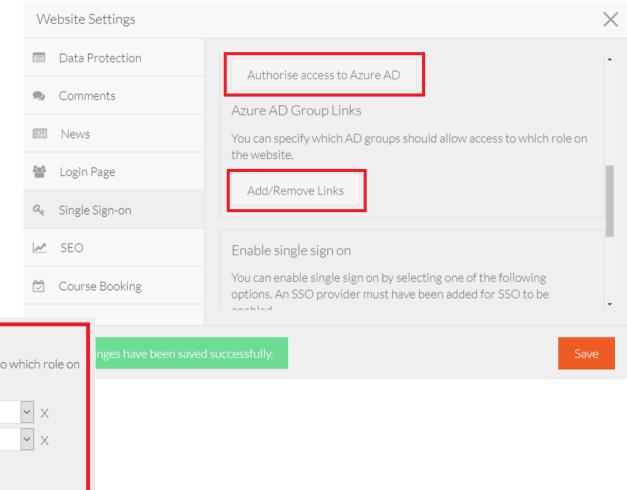
If you would like to set the Domain for logging in, add this too.

Save these settings



Once you have Saved these settings, you will see a button to **Authorise access to Azure AD.** Click the button, and follow through the authorisation process.

Once access has been authorised, you will be able to use the **Add/Remove Links** button to match Active Directory groups to the Security Roles within the Website's Content Management System.



Azure AD Group Links

You can specify which AD groups should allow access to which role on the website.

All Current Employees : Writers : X

Support Team : Subadmin : X

You can **Enable Single Sign-On** by choosing how you will allow users to login to the website.

Once you have made the required changes, click the **Save** button again

