360° Online authentication

Version June 2019

This document will help you set up a trust for authentication of 360° Online users between the organization's 360° Online service and either Office 365/Azure AD or Active Directory Federation Services.

Contents

1 Introduction

Users of a 360° Online service needs to be authenticated through a central authentication source for their organization. 360° Online supports several sources:

- Office 365 (utilizing embedded Azure AD)
- On-premise Active Directory Federation Services.
- Microsoft accounts – through organization's own Azure AD

This document explains how to configure the authentication at the customer side.

2 Authentication using Office 365/Azure Active Directory

2.1 Introduction

The following steps are required to enable authentication of 360° Online users with Office 365:

a. Create an Azure account

b. Configure 360° Online as a new application in your organization's Azure Active Directory

2.2 Prerequisites

The administrator account for your organization's Office 365 subscription.

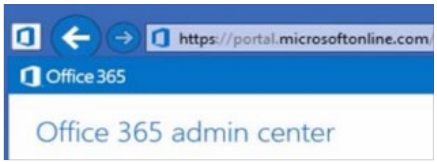
A valid credit card for the registration of the Windows Azure account. The Azure Active Directory is a free service, but registration might require a valid credit card for payment method.

https://azure.microsoft.com/en-us/pricing/details/active-directory/

2.3 Step by step

STEP 1: Verify that you have the administrator account

Open https://portal.office.com in your browser and log in. If you can see Office 365 admin center, you have the correct account information.

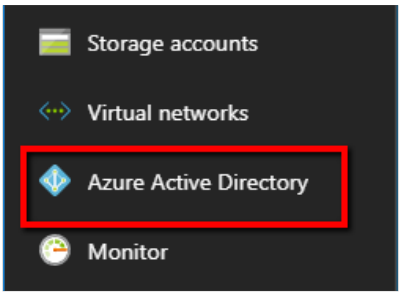


STEP 2: Register for an Azure account

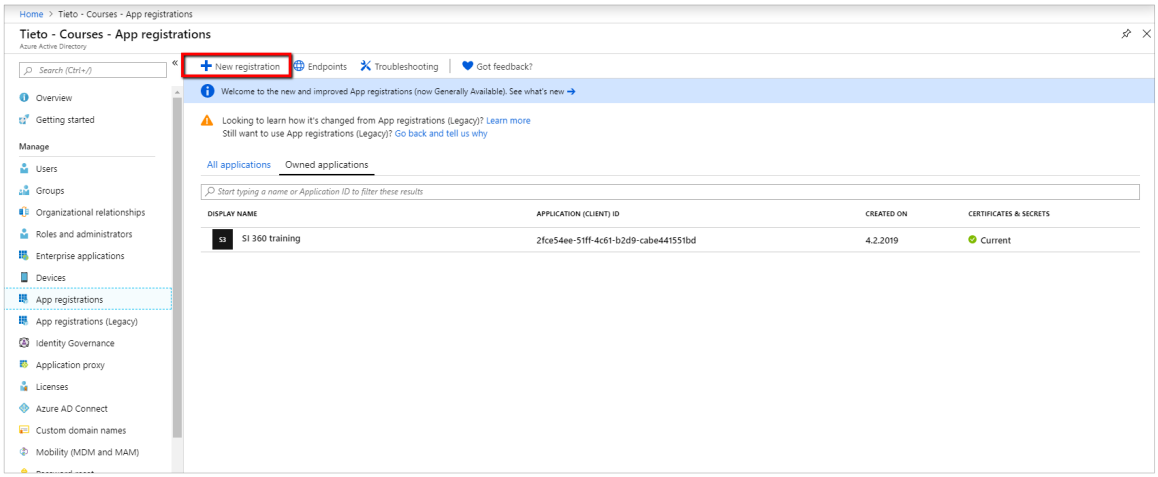
1. Open https://azure.microsoft.com/en-us/free/ in your browser and create your account.
2. Sign in with your Office 365 administrator account and complete registration.

STEP 3: Add an application to Azure Active Directory

1. Open https://portal.azure.com in your browser and log in with your Azure account.
2. Scroll down and select **Azure Active Directory** in the left-hand menu.



3. Select **App registrations** in the top menu and click **New application registration.**

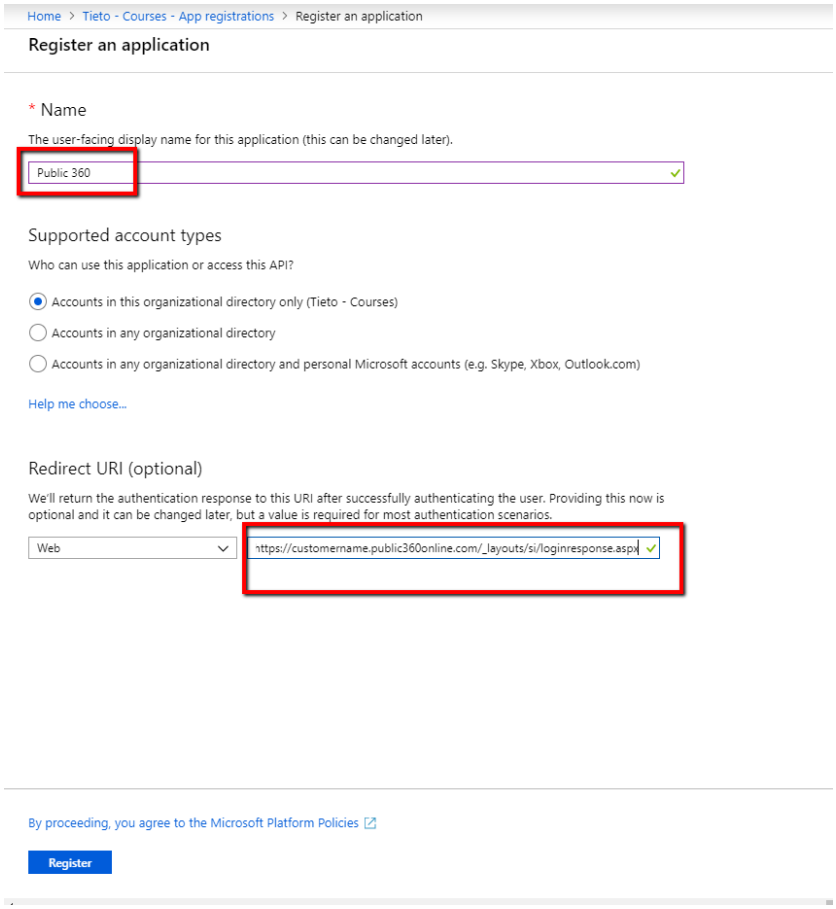


4. Enter the following information in the form and click **Register**:

   a. Name: Public 360

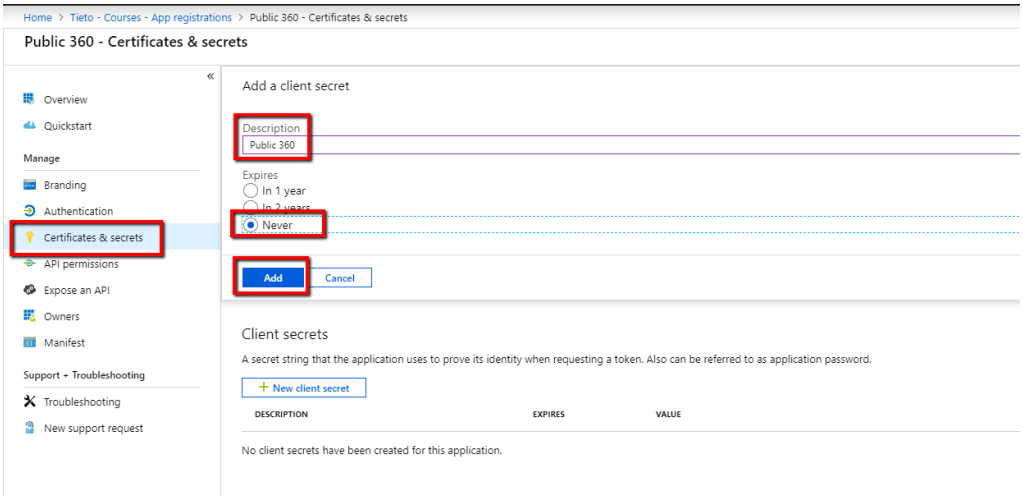
   b. Supported account types: Accounts in this organizational directory only

   c. Redirect URI: https://customername.public360online.com/_layouts/si/loginresponse.aspx

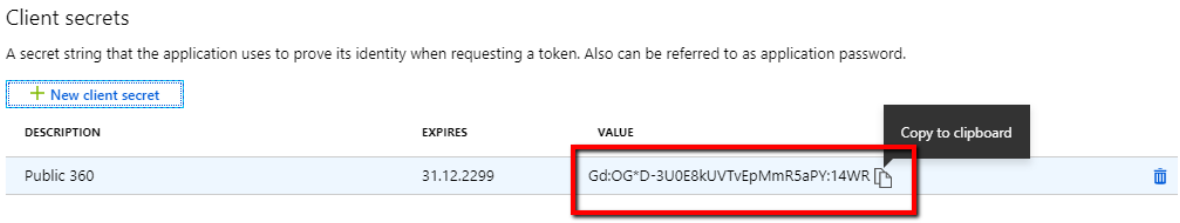


If your organization is using the same app for multiple 360° Online environments, go to **Authentication** and add a REDIRECT URI for each environment.

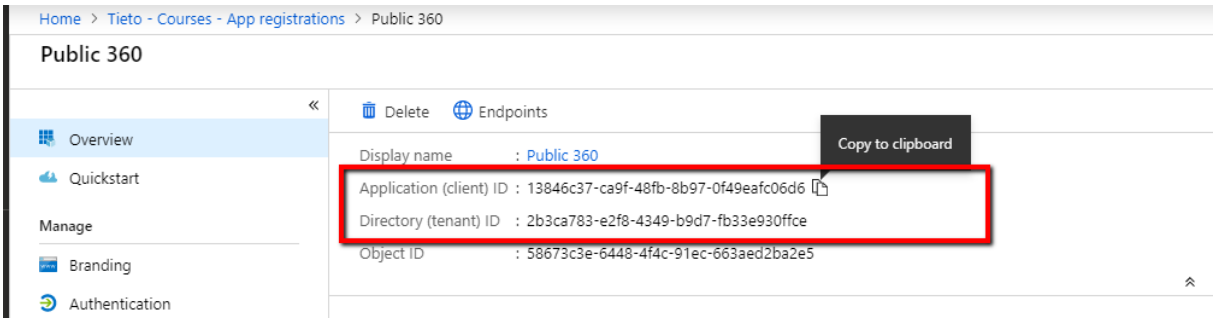
5. Click on **Certificates and secrets**, enter "Public 360" in the description, select **Never**, then click **Add**.



Copy the key value.



6. Go back to the application **Overview** and copy the **Application (Client ID)** value and the **Directory (tenant) ID** value.



7. Send **Directory ID, Application ID** and **key value** to your contact person at Tieto or add the information to the purchase order form. The setup is now complete.

3 Authentication using on-premise Active Directory Federation Services

3.1 Introduction

The following steps are required to enable authentication of 360° Online users via on-premise Active Directory:

a) On-Premise deployment of Active Directory Federation Services (ADFS) to enable Active Directory federation

b) Configure on-premise ADFS with your organization's 360° Online service as trusted relying party

This document describes (b). (a) is a prerequisite, as described below.

3.2 Prerequisites

The following are prerequisites for enabling ADFS – 360° Online service integration:

- ADFS server (ADFS 2.0 or higher/Windows Server 2008 R2 or higher) has been setup on-premise.
  These documents provide relevant information:

  TechNet - ADFS Deployment Guide

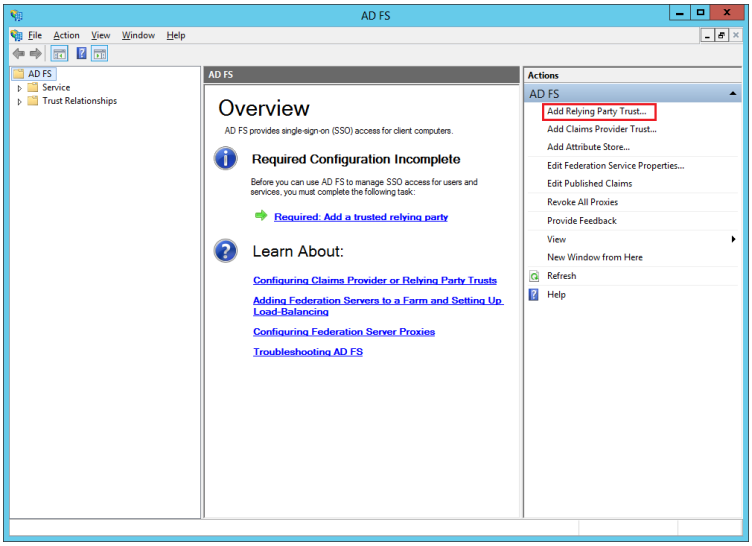
  TechNet - Best Practices for Secure Planning and Deployment of AD FS

  ADFS Federation metadata URL of the following format should be publically accessible
  https://adfs.contoso.com/FederationMetadata/2007-06/FederationMetadata.xml

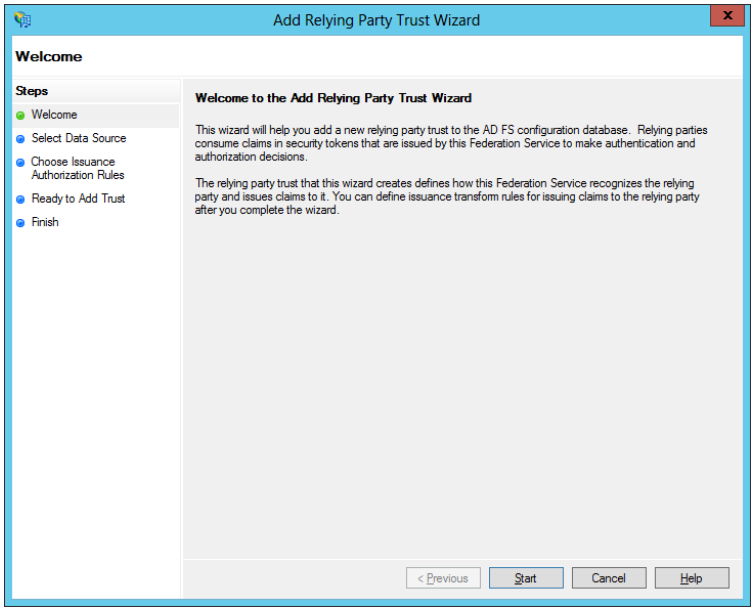
3.3 Integration setup – step by step

The following steps setup trust between ADFS and your organization's 360° Online service.

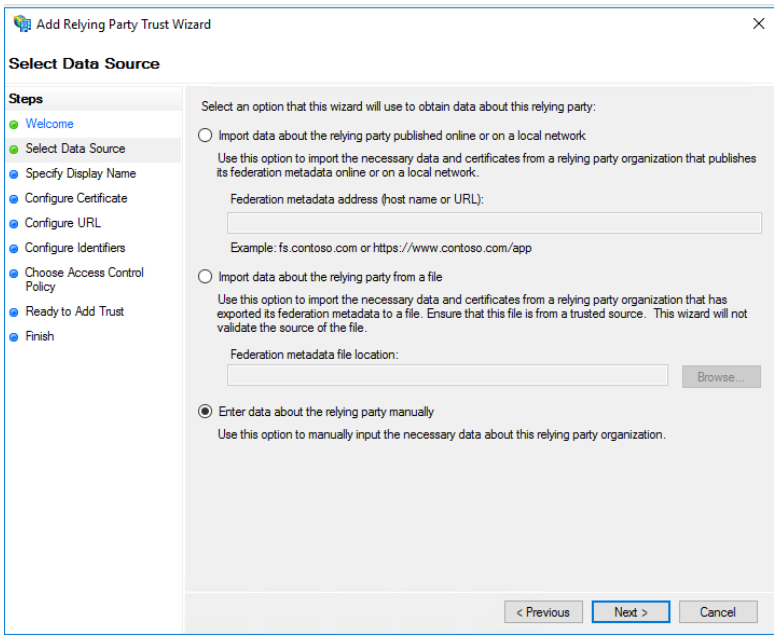
STEP 1: Navigate to ADFS management screen and click on **Add Relying Party Trust**



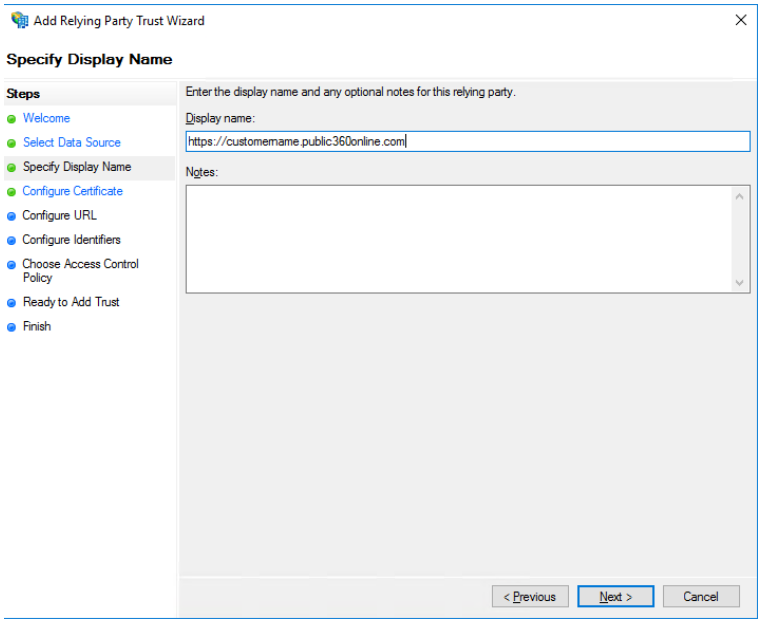
STEP 2: Click on **Start** to initiate addition of relying party



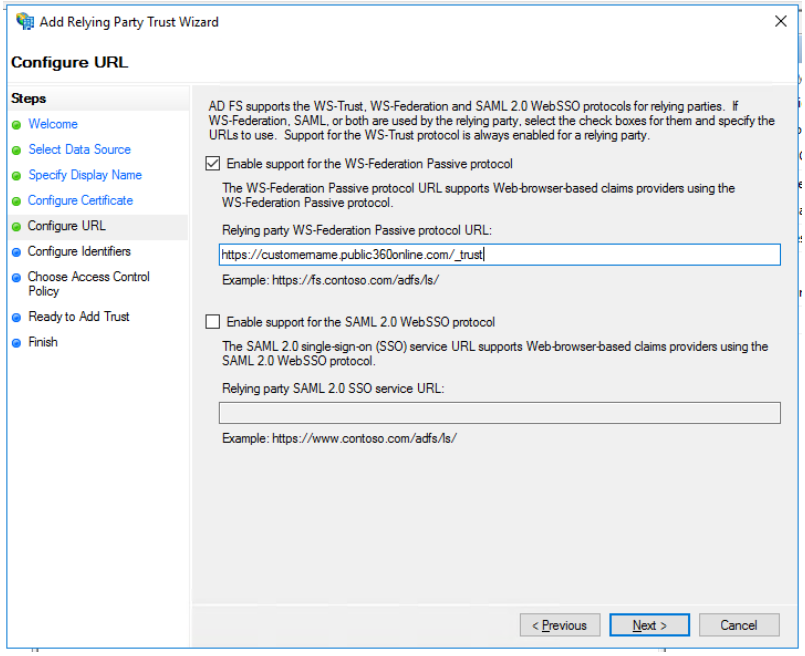
STEP 3: Select **Enter data about the relying party manually** and click **Next** to continue.



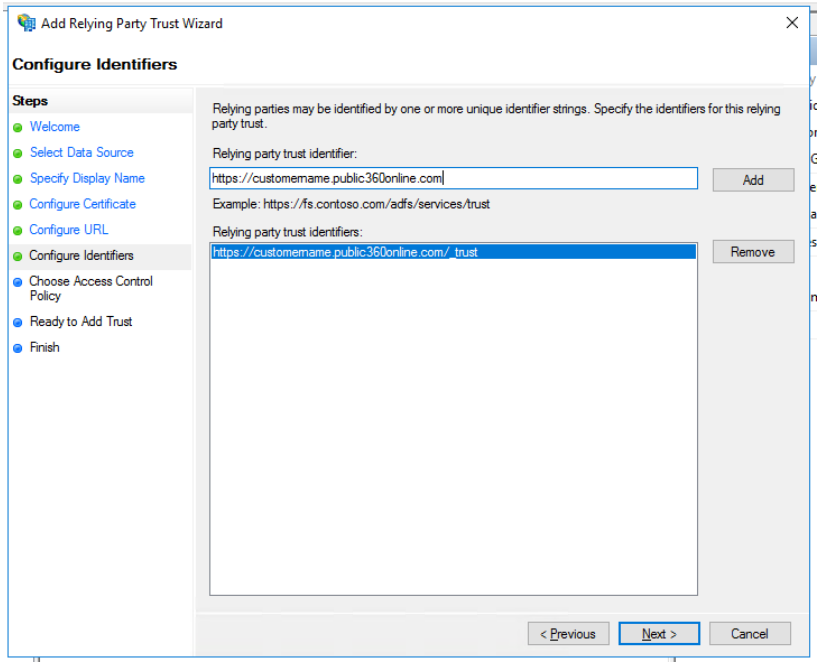
STEP 4: Enter the URL for your organization's 360° Online service as the **Display name** and click on **Next** to continue to next step. On the step, "Configure Certificate", click **Next** again.



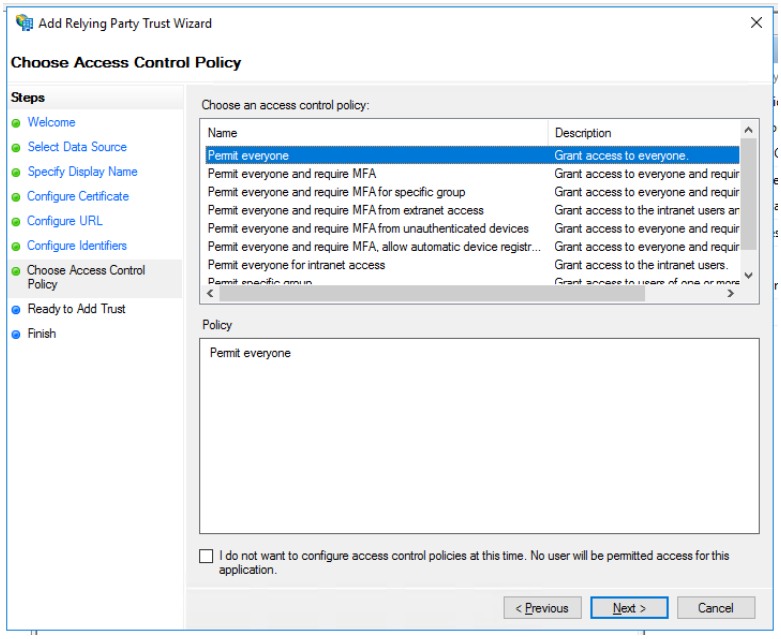
STEP 5: Select **Enable support for the WS-Federation Passive protocol**, and enter the URL of your 360° Online service, followed by **/_trust** in the textbox **Relying party WS-Federation Passive protocol URL**.
Example: https://customername.public360online.com/_trust



STEP 6: Enter the URL of your 360° Online service in the text box **Relying party trust identifier** and click **Add**.
Example: https://customername.public360online.com
You should then have two entries in this list. Click **Next**.

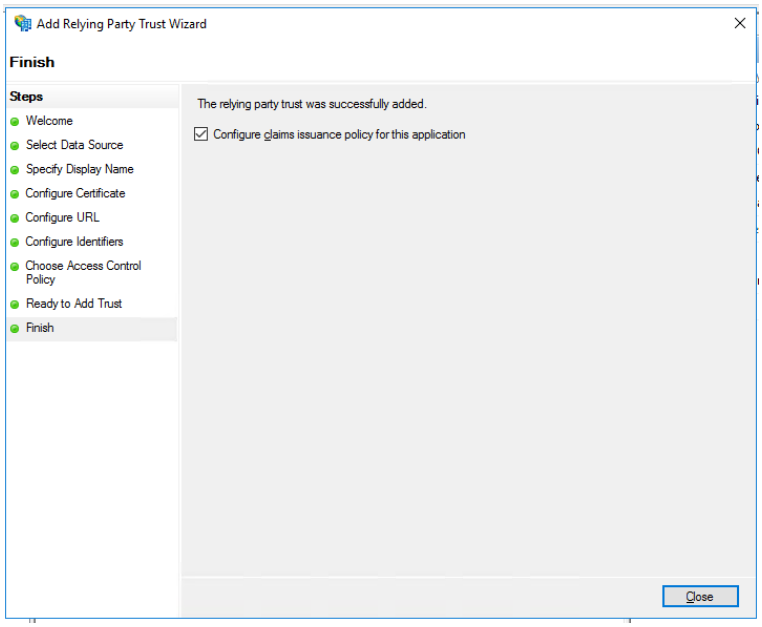


STEP 7: Select **Permit everyone** from the list and click **Next** to continue.

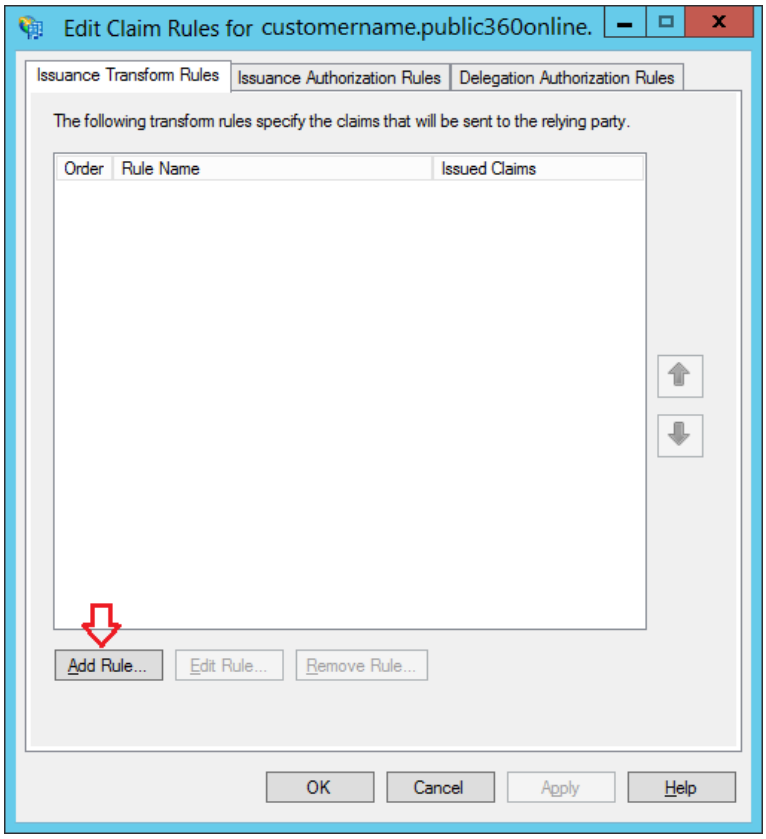


STEP 8: On the next step "Ready to add trust" click **Next** without making any changes.

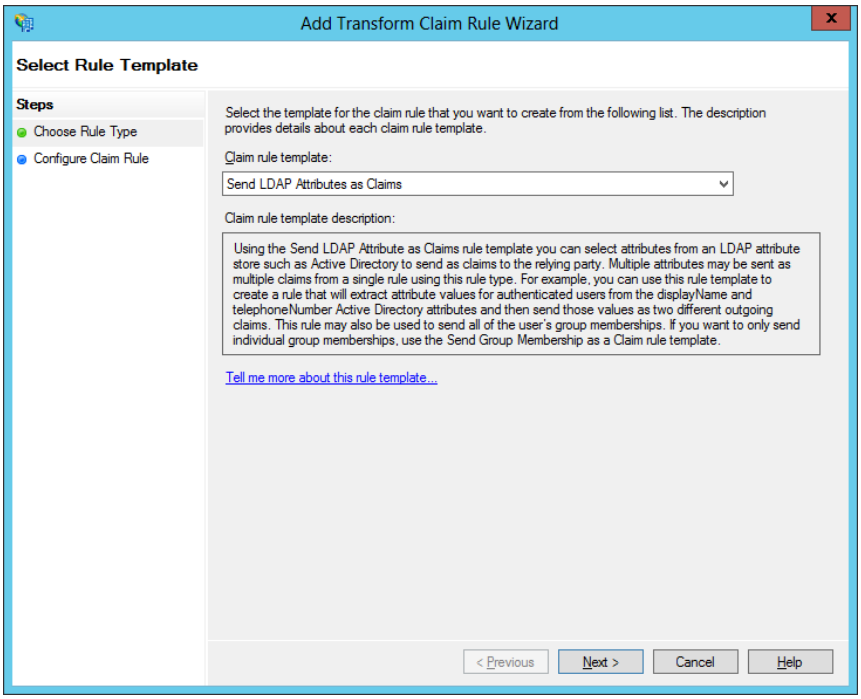
STEP 9: Click on **Close** to launch **Edit Claims Rules** dialog.



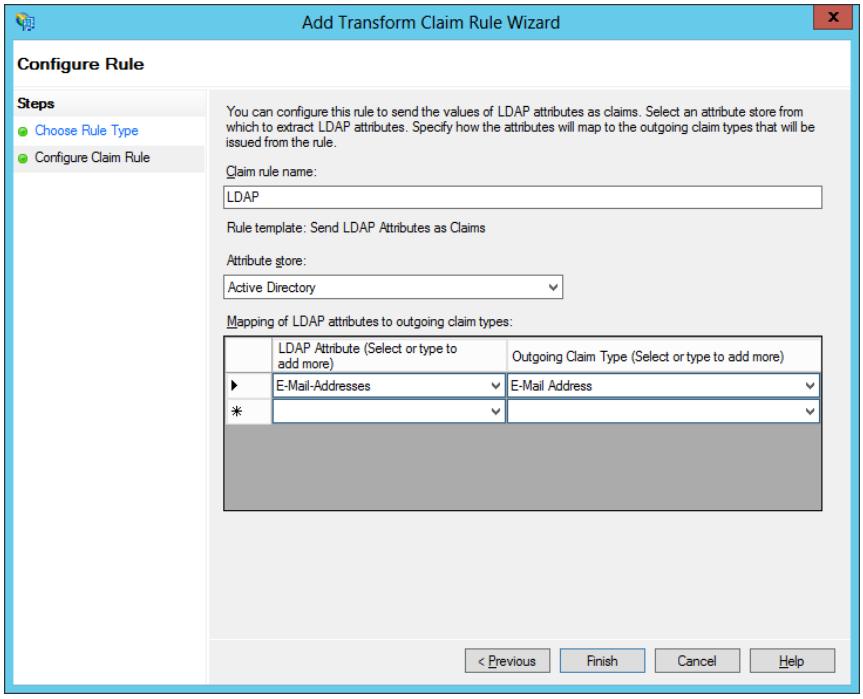
STEP 8: In the **Edit Claim Rules** dialog, click **Add Rule** to add claims rules.



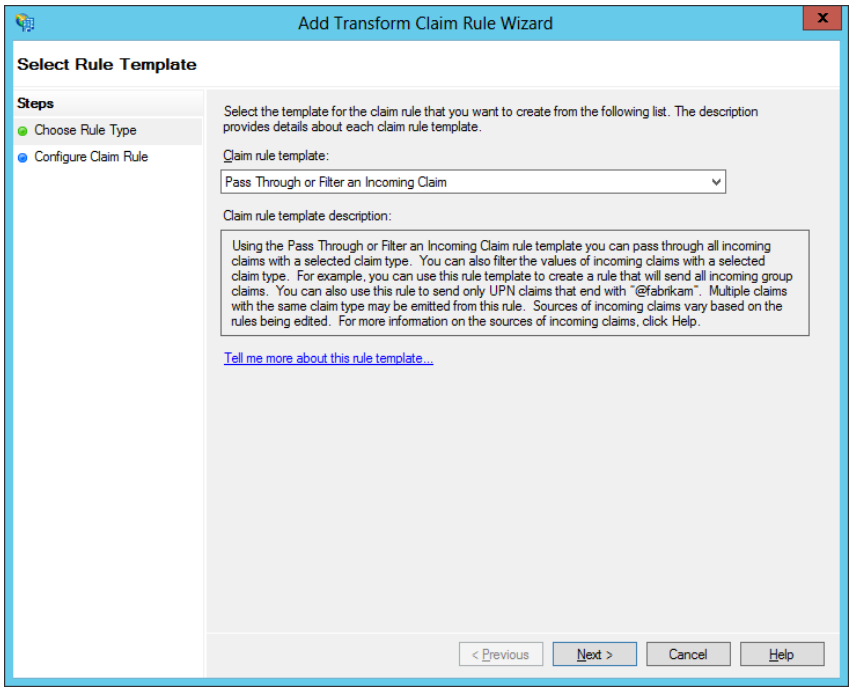
STEP 9: Select **Send LDAP Attributes as Claims** and click **Next**.



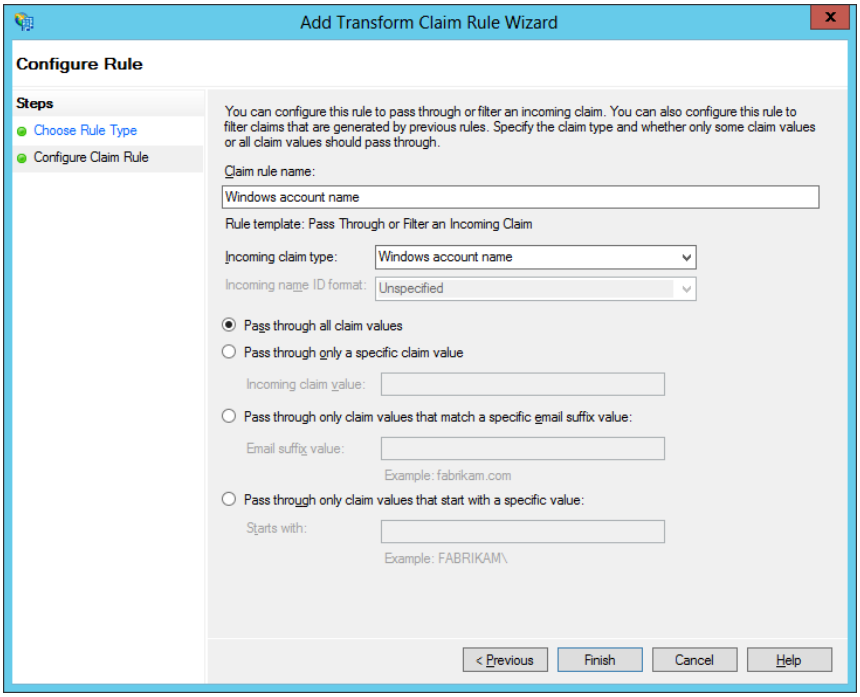
STEP 10: Add **E-Mail-Addresses** as displayed in the dialog below. Click **Finish** to continue



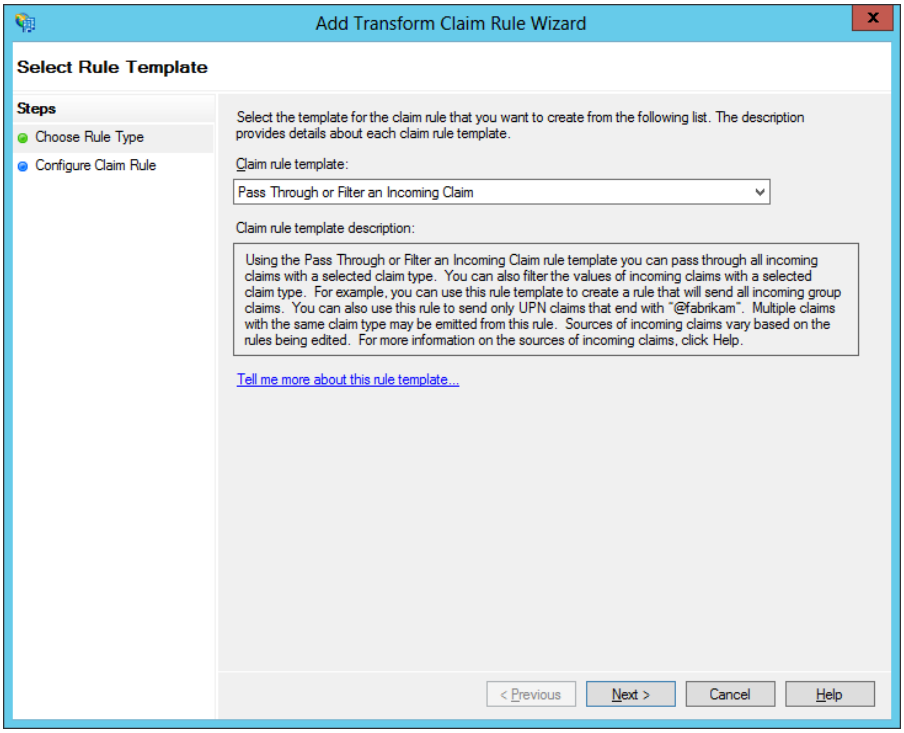
STEP 11: Click on **Add Rule** again to add **Windows Account Name** to the set of claims. Select **Pass Through or Filter an Incoming Claim** and click **Next** to continue.



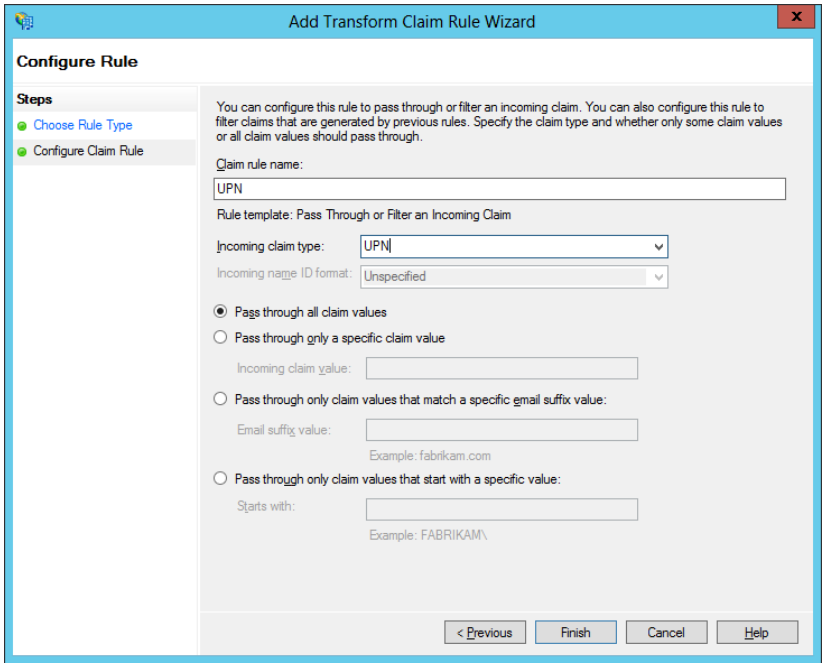
STEP 12: Add **Windows Account Name** as mentioned in the dialog below. Click **Finish** to end the wizard.



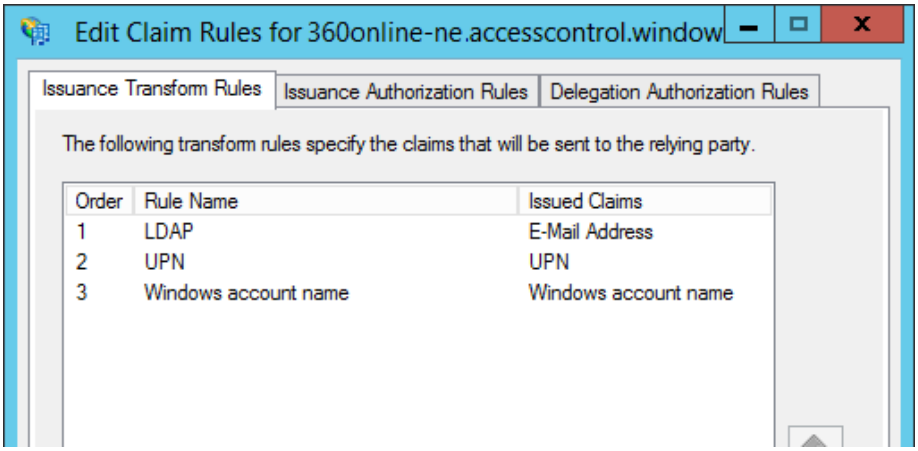
STEP 13: Click on **Add Rule** again to add **UPN** to the set of claims. Select **Pass Through or Filter an Incoming Claim** and click **Next** to continue.



STEP 14: Add **UPN** as mentioned in the dialog below. Click **Finish** to end the wizard.



STEP 15: Click **OK** to close the Edit Claim Rules dialog and end the configuration setup.



3.4 Finding the WS-Federation URL

The URL for the FederationMetadata.xml is standardized for all ADFS installations. Assuming your ADFS instance is hosted at https://adfs.contoso.com, the WS-Federation URL with the FederationMetadata.xml is located at https://adfs.contoso.com/FederationMetadata/2007-06/FederationMetadata.xml.

Return the WS-Federation URL to your contact person at Tieto or add the information to the purchase order form. The setup is now complete.

4 Authentication using Microsoft accounts

4.1 Introduction

The following steps are required to enable authentication of 360° Online users with Microsoft accounts:

a. Create new or use existing Microsoft account for one of your organization's 360° Online service's dedicated contact person.

b. Create new Azure AD with that Microsoft Account.

c. All 360° Online users in the organization must create new or use their existing Microsoft accounts.

d. Add Microsoft accounts for other 360° Online users in your organization.

e. Configure 360° Online as a new application in your organization's Azure Active Directory.

4.2 Prerequisites

Internet connection and a web browser.

A dedicated contact person for your organization's 360° Online service who will perform step by step.

A valid credit card for the registration of the Azure account. The Azure Active Directory is a free service, but registration might require a valid credit card for payment method.

https://azure.microsoft.com/en-us/pricing/details/active-directory/

Information about each 360° Online user's Microsoft account name. New users can also be added at later time.

4.3 Step by step

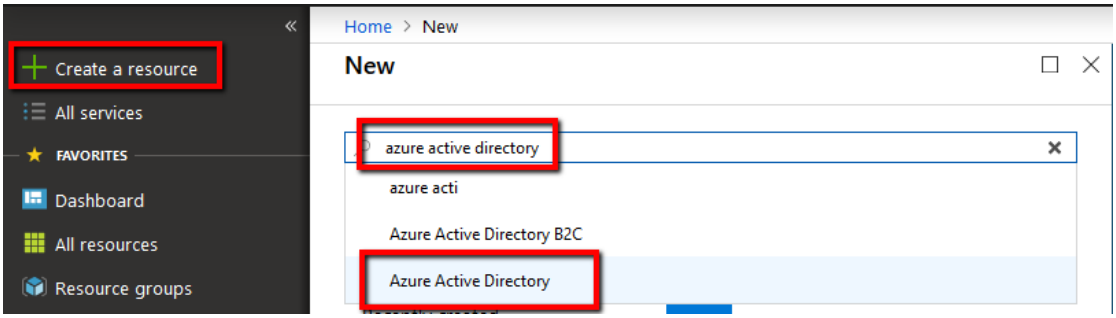
STEP 1: Create a new Microsoft Account if, you don't already have one.

Open the Microsoft account sign-up page below and select **No account? Create one!**
https://login.live.com/login.srf?lw=1

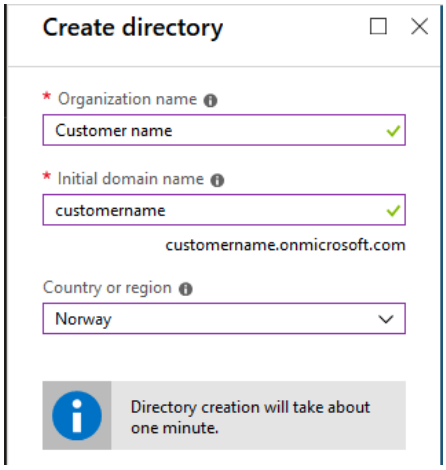
If you need help in that process, check out Microsoft's help page:

https://support.microsoft.com/en-us/help/4026324/microsoft-account-how-to-create

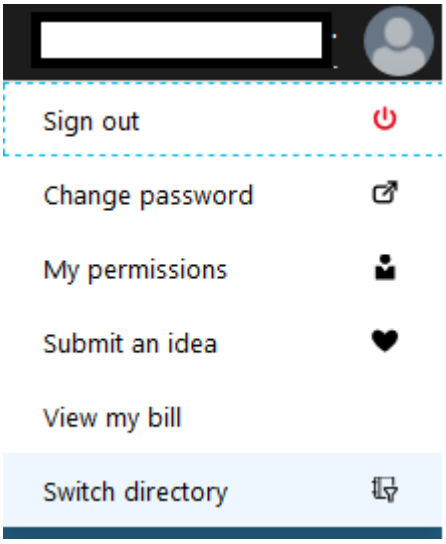
STEP 2: Click **Create a resource**, search for "Azure Active Directory" and select **Azure Active Directory** from the search result. Click **Create** on the next page.



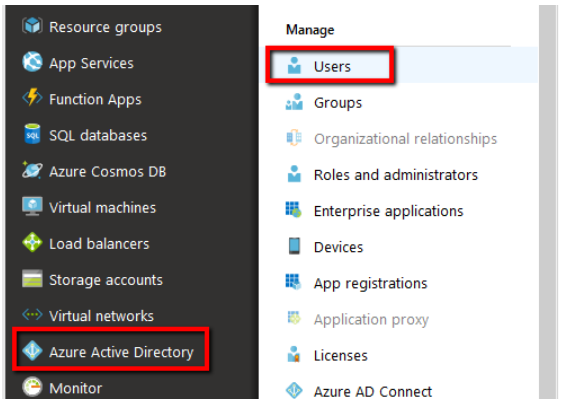
STEP 3: Enter **name of your organization**, **your preferred domain** (lower case letters) and the **country** your organization reside in, then click **Create**. Wait until it's been created.



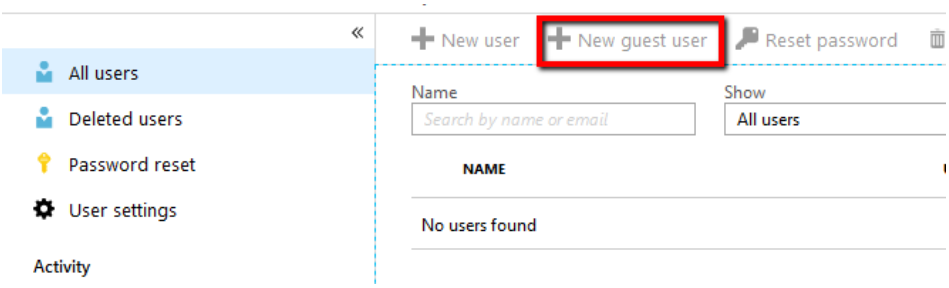
STEP 4: Once created, click the user dropdown menu in the top right corner of the browser, and select **Switch Directory.**



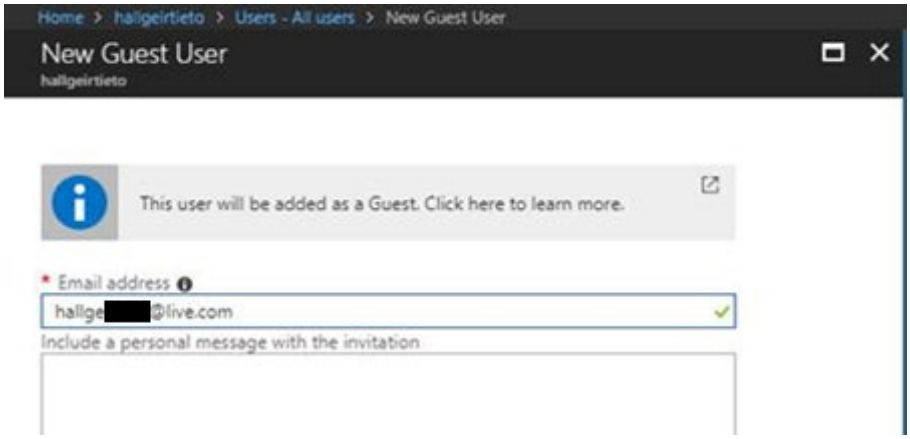
STEP 5: Click **Azure Active Directory,** then **Users.**



STEP 6: Click **New guest user.**



STEP 7: Enter a 360° Online user's Microsoft account username/email and click **Invite.**



STEP 8: Repeat steps to add guest users for all the 360° Online users in your organization.

STEP 10: Go to **STEP 3** of the "Step by step" section in the chapter **Authentication for Office 365/Azure Active Directory** to set up a new application for your organization's 360° Online service, and send **Directory ID, Application ID** and **key value** to your contact person at Tieto as described.