cornerstone

Microsoft Azure Active Directory One-click Single Sign-on
Edge Integration Guides

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Version history

VERSION	DATE	DESCRIPTION
1.0	July 2021	• Document creation
2.0	May 2023	• Modified Install Instructions
3.0	December 2023	• Updated Install Instructions (step 10)

Overview

The Microsoft Azure Active Directory (AD) One-click Single Sign-on (SSO) integration with Cornerstone is a one-way authentication process that allows users to access Cornerstone from Microsoft My Apps without having to enter another set of credentials. With the added one-click feature, this SSO solution provides a quick and simplified process to configure and enable the integration in both Cornerstone and Azure AD with minimal manual effort.

This SSO integration supports the following features:

- Deep link
- Mobile SSO

Considerations

1. The integration is a one-way SSO from Microsoft to Cornerstone.
2. The integration does not support user provisioning.
3. The SSO integration uses either of the following user identifiers to authenticate a user into Cornerstone (username, user ID, email address).
4. The integration can can be self-enabled in pilot and stage. To enable in production, contact your Cornerstoner Client Executive.

Prerequisites

1. Cornerstone product
2. Microsoft account
3. Microsoft Azure Active Directory admin account with Cloud Application Administrator role
4. SSO users and their corresponding user identifiers must exist in both Cornerstone and Microsoft Azure AD

Install instructions

The integration can be self-installed in your CSX Stage or Pilot to support your testing exercise. When ready to move to Production, please reach out to your Cornerstone Client Executive to have the integration installed in your CSX Production portal.

This step requires an Azure AD admin assigned with the role Cloud Application Administrator role.

We strongly recommend that you perform the steps below in an incognito window.

1. Log in to your Cornerstone **pilot** or **stage** portal.

2. Navigate to the **Edge Marketplace** (Admin Tools > Edge > Marketplace).

3. Search for **Microsoft Azure Active Directory One-Click Single Sign-on** then click on the integration tile.

4. Click on **Install**.

5. Review the terms and conditions then select the checkbox for I **have read, understand, and agree to the above terms and conditions**. Click on **Install**.

6. Click on **Configure Now**. You will be directed to the **Settings** page.

7. On the Settings page, copy the URL in the **Admin Consent URL** by clicking on the copy icon.

8. Open a new browser tab in incognito mode then paste the Admin Consent URL in the address bar. Press Return/Enter on your keyboard. You will be directed to Microsoft where you will be prompted to enter your credentials. Then, review the permissions requested for this integration and click on **Accept** if you want to proceed. Upon providing consent, you will be redirected to Microsoft My Apps.

9. Switch back to the Cornerstone portal tab. On the Settings page, click on the **Generate Token** button. You will be directed to www.login.microsoft.com and will be prompted to enter your Azure AD credentials. Please make sure that this account has the appropriate Cloud Application Administrator role. Once token is generated, you will be automatically directed to Cornerstone's Edge Settings page.

10. On the Settings page, select an option in **Select Claim**. The options are Email, UserID, Username. The selected option will be used to authenticate the user into Cornerstone. Please make sure that this unique identifier is available in both Cornerstone and Azure AD.

Cornerstone	Azure AD
UserId	Employee ID
Username	User principal name
Email	Email

11. On the Settings page, click on **Save Settings** which will then take you to the Manage Integrations page.

12. Search for **Microsoft Azure Active Directory One-Click Single Sign-on** and verify that the toggle switch has been automatically enabled for this integration.

13. Return to the Settings page by clicking on **Microsoft Azure Active Directory One-Click Single Sign-on** integration name. Verify that the following fields have been automatically populated with values: Cornerstone ACS URL, Certificate Expiration Date, and IdP URL.

14. Open a new browser tab in incognito mode and log in to your Azure portal (www.portal.azure.com). Navigate to Azure **Active Directory > Enterprise applications** and select the appropriate application for the Cornerstone One-click Single Sign-on application.

   • Stage: Cornerstone One-click Single Sign-on (Stage)

   • Pilot: Cornerstone One-click Single Sign-on (Pilot)

   • Production: Cornerstone One-click Single Sign-on (Production)

15. In your Azure portal, navigate to **Users and groups** under the "Manage" section. Then, click on **+Add user/group** to add the users and/or groups that you would like to give SSO permission to. Click Assign. The selected users and/or groups will be able to SSO from Microsoft Azure AD to Cornerstone.

Once enabled in Production by your Cornerstone Client Executive, start at Step 7 after navigating to Admin Tools > Edge > Integrations and selecting the Azure AD Confguration button.

To test the SSO, please reference the tutorial documentation in Microsoft Azure AD.
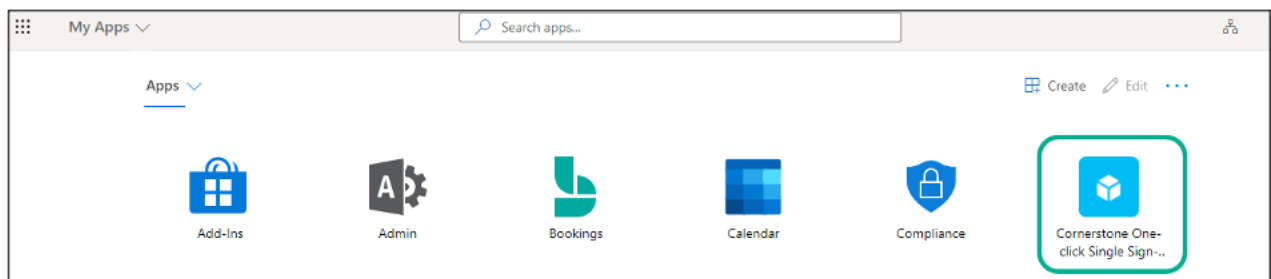
SSO Workflow

End users may access Cornerstone via SSO using either of the following methods:

1. Microsoft My Apps Panel
2. Embed the application URL in your intranet

Microsoft My Apps Panel

1. Log in to https://myapps.microsoft.com.
2. Navigate to **My Apps**.
3. Search for the appropriate Cornerstone One-click Single Sign-on application then click on the application tile.

4. User will be authenticated into Cornerstone via SSO.

Cornerstone URL Application

1. Log in to https://myapps.microsoft.com.

2. Navigate to **My Apps**.

3. Search for the appropriate Cornerstone One-click Single Sign-on application then click on the vertical ellipsis on the upper right-hand corner. Click on Copy link. You may embed this link in your intranet portal for users to access Cornerstone via SSO.
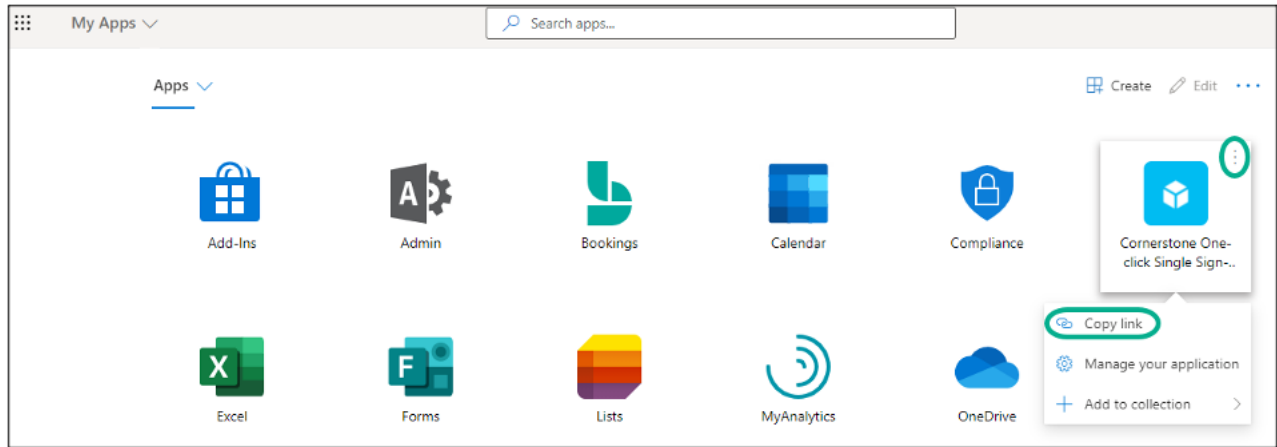
Appendix

A. Security Permissions

Permission Name	Permission Description	Category
Edge Marketplace - Manage	Grants access to the Marketplace service for Edge Integrate where the administrator can browse and purchase third-party integrations that can be used to extend the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge
Edge Integrations - Manage	Grants access to the Integrations service for Edge Integrate where the administrator can configure, enable, and disable their third-party integrations that are used within the Cornerstone system. This permission cannot be constrained. This is an administrator permission.	Edge

B. Support

- For Cornerstone-related questions, post your Azure AD SSO integration questions on Ask an Expert: Integrations in Success Center.

- To report Cornerstone-related Azure AD SSO integration issues, submit a case with Global Customer Support through Support Central.

- To share enhancement ideas related to the Azure AD SSO integration, post your suggestion on Suggestion City: Edge in Success Center.