Configuring Deputy

Configuring Deputy for SSO enables administrators to manage their users using Citrix Gateway. Users can securely log on to Deputy using their enterprise credentials.

To configure Deputy for SSO through SAML, follow the steps below:

- 1. In a browser, type <u>https://once.deputy.com</u> and press **Enter**.
- 2. On the Login page, type your administrator credentials, and click Sign In.

| C DE | PUTY | | | | | |
|---------------|-----------------|--|--|--|--|--|
| Email Address | Not verified? | | | | | |
| Password | Forgot Password | | | | | |
| Log in | | | | | | |

3. On the Profile page, click icon in the top right corner. Click on your domain name from the drop-down list.



4. Navigate to: https://[yourSubDomain].deputy.com/exec/config/system_config. The Workplace page appears.

| Workplace/Pay Centre Default Configuration - | |
|---|------|
| Portfolio Settings Portfolio Name | Edit |
| Language and Locale Settings Regional Settings, Date & Time Format. | Edit |
| Communication Settings Email Configuration, IT support number | Edit |
| Application Settings Rostering, Time Sheet, Availability, Payroll | Edit |
| Security Settings Security & Privacy Settings, Password Rules, Session Information | Edit |
| Advanced Settings SOAP Keys, API Information | Edit |

5. Click **Edit** against the Security Settings section. The Security Settings page appears.

| Security Settings | | | | |
|---|--|---|--|--|
| ✓ Security Configuration | | | | |
| Session timeout in minutes Period of user inactivity in minutes after which their session times out. Use 0 (zero) for no timeout. | 1440 | | | |
| Enable Social Login Enable this permission to allow users to log in with Social Network connectors (E.g. Facebook, Google, Twitter, LinkedIn). | | | | |
| OpenSSL Certificate SAML SSO Certificate. Generate a self-signing request using pkcs12 and keep your private key secure. Paste the content of certificate here | ning request using Paste the content of | | | |
| Deputy Token to create user on the fly If you want SAML insertion to automatically create a user if they do not exist in Deputy, enter the Deputy access token here which will be used to create the user. Get the access token by creating a client here and get a token | 4000-000-000-000-000-000-00-00-00-00-00- | 2 | | |
| Sami SSO URL SAML SSO URL | https:// | 3 | | |
| Enable Script Logging If enabled, all scripts execution may get logged which may slow down performance | OFF | | | |

- 6. On the Security Settings page, specify the following information:
 - i. **OpenSSL Certificate**: To upload your IdP certificate, follow the steps below:
 - a. Remotely access your NetScaler instance using PuTTY.
 - b. Navigate to /nsconfig/ssl folder (using shell command cd /nsconfig/ssl) and press **Enter**.
 - c. Type cat <certificate-name> and press **Enter**.

| 1 | BEGIN CERTIFICATE |
|----|--|
| 2 | MIIFPzCCBCegAwIBAgIOApjY189Tw/6/mHRS5nGDUzANBgkahkiG9w0BAQsFADBN |
| 3 | NOs company and a second s |
| 4 | aWd |
| 5 | NTE STATE AND |
| 6 | BAČ |
| 7 | L jE BY A AND A |
| 8 | ADC 2EQ |
| 9 | yVj 1 |
| 10 | Kjfzht |
| 11 | vd8 |
| 12 | RK2 91K |
| 13 | RYc |
| 14 | MBa |
| 15 | +Cc |
| 16 | Y21 |
| 17 | BBY IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII |
| 18 | Ly? |
| 19 | OIE III III III III III III III III III |
| 20 | NDc 2Vy |
| 21 | dC5 45G |
| 22 | GGP GGP 2Nh |
| 23 | Y2V NV |
| 24 | dDA Zxf |
| 25 | PA6 |
| 26 | +Xz NpI |
| 27 | gSf 3c3 |
| 28 | c+rDF1 |
| 29 | UOZEnnommuprezenajjoranwwezekpuouarwyenwiwyinwguaiz/m/wzogowzy4N3 |
| 30 | 6ED5 |
| 31 | END CERTIFICATE |
| 32 | |
| | |

- d. Copy the text between -----BEGIN CERTIFICATE----- and -----END CERTIFICATE-----
- ii. **Deputy Token to create user on the fly**: In this section, click the **here** link.

| Deputy Token to create user on the fly |
|--|
| If you want SAML insertion to automatically create a user if they do not exist in Deputy, enter the Deputy access token here which will be used to create the user. Get the access token by creating a client nere not get a token |

a. You are navigated to

https://[yourSubDomain].deputy.com/exec/devapp/oauth_clients.

| ļ | 🖋 New OA | uth Client | | | |
|-------------------------|----------|------------|--|----------------------------------|--|
| Viewing items 1-5 of 5. | | | | | |
| | Actions | Name 🔺 | Client Id | Redirect Uri | |
| | ۹ 🏹 | CloudWorks | 0b693b36351e0b0dc405d9fd0e454074a41a75b2 | https://service-proxy.deputy.com | |

b. Click **New OAuth Client**.

| CT 104180,8 #5 |
|--|
| Name * |
| Description |
| Logo Url Please provide an image which is 50x50 and from a HTTPS source. Not being H |
| Redirect IIri * |
| |

c. Type the appropriate **Name** and the **Redirect Uri**, and click **Save this OAuth Client**.

| 🖱 Back to list | 💉 New OAuth | Client | 📉 Edit Record | 4 | Record 2 of 5 | ÷ | B Duplicate | 🛃 Get An Access Token |
|---------------------|-------------|--|---------------|---|---------------|---|-------------|-----------------------|
| CTXNSQA #5 | | | | | | | | |
| Main | | Name | | | | | | |
| Authorization Codes | | CTXNSQA | | | | | | |
| Access Tokens | | Description | | | | | | |
| Refresh Tokens | | | | | | | | |
| Info | | Logo Url | | | | | | |
| | | | | | | | | |
| | | Client Id | | | | | | |
| | | 7b78967bf2ae7c52249c589ec87f224efb123c65 | | | | | | |
| | | Client Secret | | | | | | |
| | | f71864babe6ffedfdb2fe35b8bcdf8c28f34ed5a | | | | | | |
| | | Redirect Uri | | | | | | |
| | | citrix. | com | | | | | |

d. Click Get An Access Token. An Access token appears.

| Access Token is 9 and the set of the set of | ll last 10 years. |
|--|-------------------|
| | ОК |

Type this token number in the **Deputy Token to create user on the fly** field.

iii. **SAML SSO URL:** Enter the IdP URL, SAML 2.0 endpoint, for example, https://example.com/saml/login.

7. Click Save Settings.

The SSO configuration is completed.