Configuring Expensify

1. Login to Expensify as an Admin user.





2. From the left panel select Admin > Click on Domain Control.

Domain Control		New Domain
DOMAIN	VERIFICATION	
Jr.	Verified	

3. **Domain Control** window will open > Click on your domain.

Domain Contro	> churuqu.com	
Domain Members Domain Admins	SAML Login 2 ENABLED	
Groups Company Cards	Allow users to login with SAML. For more information about SAML Single Sign-On, visit our help site.	
Loading Dock	Required for login 3 ENABLED	*
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 Your domain will open > Click on SAML from the left panel > Enable SAML Login > Enable Required for login > Paste IdP metadata (as shown in Step 2) in the Identity Provider Metadata field.