## **Configuring Flatter Files**

Configuring Flatter Files for single sign-on (SSO) enables administrators to manage users of Citrix ADC. Users can securely log on to Flatter Files by using the enterprise credentials.

## Prerequisite

Browser Requirements: Internet Explorer 11 and above

## To configure Flatter Files for SSO by using SAML:

- 1. In a browser, type <u>https://www.flatterfiles.com/</u> and press **Enter**.
- 2. Type your Flatter Files admin account credentials (Email and Password) and click Login.



3. In the left panel, click **DASHBOARD**.



4. In the dashboard page, click **Settings** > **Company**.

Notifications		My Settings	Users	Company	Properties	Uploader
Task List	User Settings My Password:	Reset				Earn Discounts by Referring Friends
Uploader Status	Two Step Authentication	Setup	Devices			
Sharod Itoms	Make default search ty	pe a Library specific se	earch.			
Shared items	Don't show PDM review	w revision warning mes	isage.			
Settings	Print Preference for Chrom	e & Firefox on Window	No Prefere	nce Saved ≑		
	Default Zoom Level:	Auto	\$			

5. In the **Company** page, select the **Use SAML 2.0 for Authentication** check box and click **Configure SAML**.

My Settings	Users	Company	Properties	Uploader
User Identity Settings:				
Use SAML 2.0 for Authentication.	Configure SAML			
Only allow access from specific IP add	resses.			
Allowable IP Addresses (Comma Sepa	rated):		Update	
Require Two Step Authentication.	Allow code to be ema	iled.		
Only require if user is excluded from	n IP address limits.			

6. In the **SAML configuration** pop up window, enter the values for the following fields:

Field Name	Description
Domain (e.g. flatterfiles.com)	Domain name <b>Note:</b> Send the domain name to the Flatter Files customer support to add it to their database.
Identity Provider URL	IdP logon URL
Identity Provider Certificate	Copy and paste the IdP certificate. The IdP Certificate is provided by Citrix and can be accessed from the link below: https://ssb4.mgmt.netscalergatewaydev.net/idp/saml/templatetest/i dp_metadata.xml

0	SAML C	onfiguration				
Domain (e.g. flatterfiles.co	om):					
UID Domain If Different:						
Identity Provider URL:			1			
Identity Provider Certificat	e:		]			
User Profile Attribute Nam	ie:		]			
User Profile Attribute Value:			Add Profile			
	User	r Profiles				
Attribute Value	Options	Libraries	User Group			
Default	Edit	Select	All			
Cancel Update						

7. Finally, click **Update**.