## **Configuring Trumba**

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

Note: You need to contact the Trumba support team to create your SSO enabled account.

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

- 1. In a browser, type <u>https://www.trumba.com/t.aspx</u> and press **Enter**.
- 2. Type your credentials and click **Sign In**.

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Sig	Sign In						
	SIGN IN USING YOUR TRUMBA EMAIL ADDRESS AND PASSWORD						
	Email address:	email					
	Password:	password					
	Automatically sign me in on this com		omputer				
	Sign In						
	Forgot your password? Request a reset email						
	Having trouble s	igning in?					

3. On the Events page, click **Administer Account**.

Signe	ed in as Citrix   Sign Out
Buy Now   Trumba Quick Tour   Administer Accounts   Publisher Dashboard   Account Setting	s   Address Book   Help
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	[Go to publication] 🔻
Email Settings Print Clear Sample Events	
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4. On the Administer Account page, click **Setup Single Sign-On**.

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minister Account	:S			
Return to ctxnsqa Events	Account Settings   Administer Accounts   Single Sign-On Setup			
CUSTOMER INFORMATION FOR "CTXNSQA"				
Customer ID:	1049575			
Organization name:	ctxnsqa			
Billing contact:				
Billing address:				
City:	State/Province: Postal code:			
Country:	United States 🔹			
Phone number:	Person at phone number:			
Primary account:	Citrix <nilkanth@ctxnsqa.com> Citrix <nilkanth@ctxnsqa.com></nilkanth@ctxnsqa.com></nilkanth@ctxnsqa.com>			
Administrator:				
Accounts active:	1			
Accounts licensed:	1			
Accounts expire:	September 12, 2019, 5:00 PM PDT			
Sales contact:	1-800-925-0388			

5. On the Single Sign-On Setup page type the following information:

SINGLE SIGN-ON SETUP	-	
Enabled:	● Yes ○ No 1	Enable SAML Single Sign-On
Permit Direct Sign-In	🖲 Yes 💿 No	Support ongoing sign-in with Trumba user names/passv
Identity Provider Entity ID:	https://	Unique Identity Provider ID as a URL
Sign-In Email Location:	<ul> <li>Nameldentifier Element of the Subject Statement</li> <li>eduPersonPrincipalName Attribute</li> <li>Custom Attribute</li> </ul>	Where the Identity Provider stores user email addresses
Unique User ID Location:	<ul> <li>None</li> <li>Nameldentifier Element of the Subject Statement</li> <li>eduPersonPrincipalName Attribute</li> <li>eduPersonTargetedID Attribute</li> <li>Custom Attribute</li> </ul>	Where the Identity Provider stores the unique user ID.
SAML SINGLE SIGN-ON INFO	RMATION	
Trumba Entity ID:	https://www.trumba.com/sp	Unique Trumba SAML Service Provider ID
Your Sign-In URL:	https://www.trumba.com/sp/signin/1049575	Custom Trumba sign-in URL

- i. **Enabled:** Select **Yes** to enable SSO.
- ii. **Identity Provider Entity ID**: A unique ID for your identity provider normally in the form of a URL. For example, <u>https://idp.yourorganization.com/idp</u>.

Note:

- **Automatic Loading** In many cases, your identity provider supplies its metadata through the Entity ID URL, which means Trumba can automatically load the metadata through a web request.
- **Manual Loading** If the SAML Metadata is not provided automatically, obtain the metadata from your IT department and forward it to Trumba Support for review and entry.
- 6. Click Save Changes.

The SSO configuration is complete.

The **Your Sign-in URL** displayed in the SAML Single Sign-On Information section is the URL for SP-initiated flow.

**Note**: If the certificate is not available, you need to check the SAML Authentication request for the SP certificate.