

# Microsoft Entra SSO Configuration for MyInterskill LMS



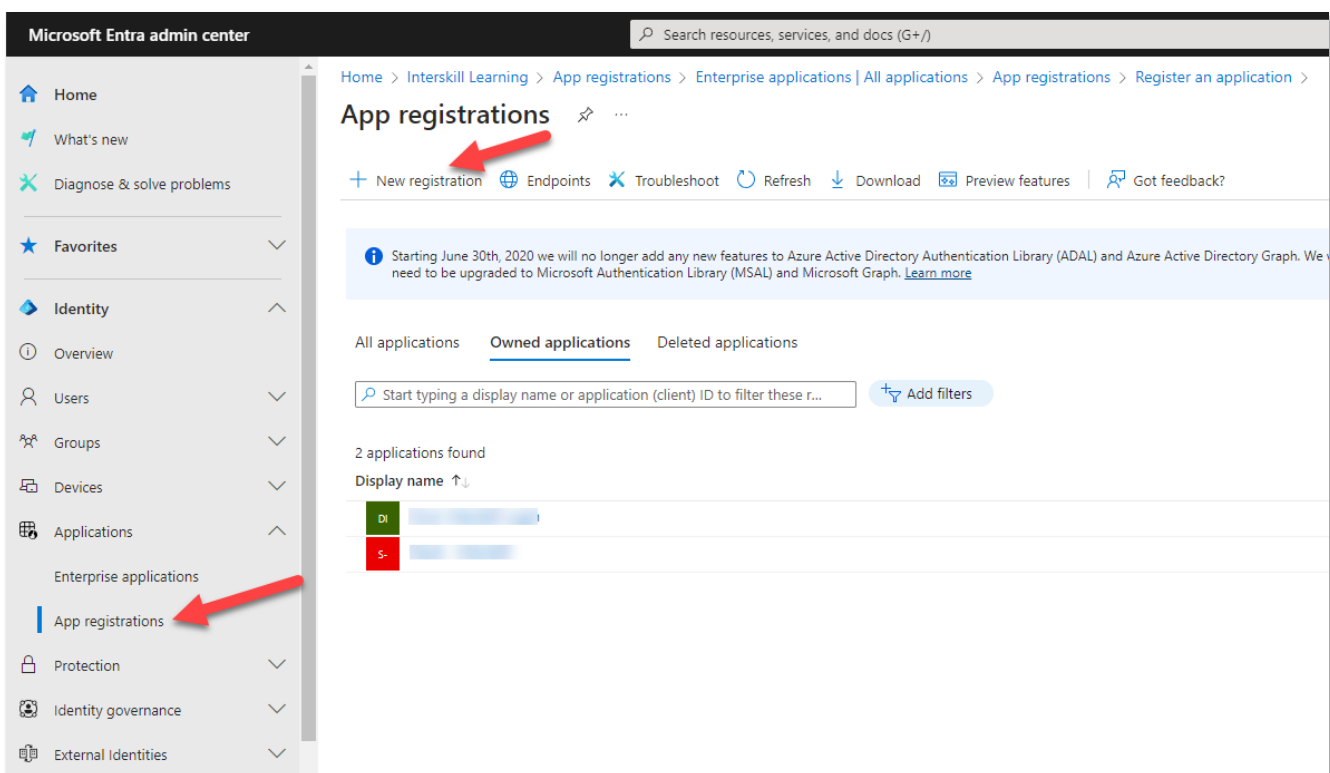
This document outlines the steps required to configure your Microsoft Entra App Registration to enable seamless access to the MyInterskill LMS using Microsoft Single Sign-On (SSO). Implementing SSO allows learners to log in to MyInterskill effortlessly, improving the overall user experience and security.

## Prerequisites

- **Administrative Access:** Ensure you have administrative privileges to create App Registrations and Enterprise Applications within your organization's Microsoft Entra Admin Center.
- **Required IDs:** Certain identifiers will need to be provided to the Interskill Support team as part of this configuration process.
- **Contact Support:** Reach out to the Interskill Support team to initiate the setup and to confirm your eligibility.
- **Enterprise-Level Feature:** Note that this SSO functionality is available exclusively for enterprise-level clients.

## Step 1: App Registration

In the **App Registrations** page of the **Microsoft Entra** admin center (see image below) add a new registration.



On the **Register an application** page (see image below), input the application name. You may name it anything you prefer but we recommend **“MyInterskill LMS”**.

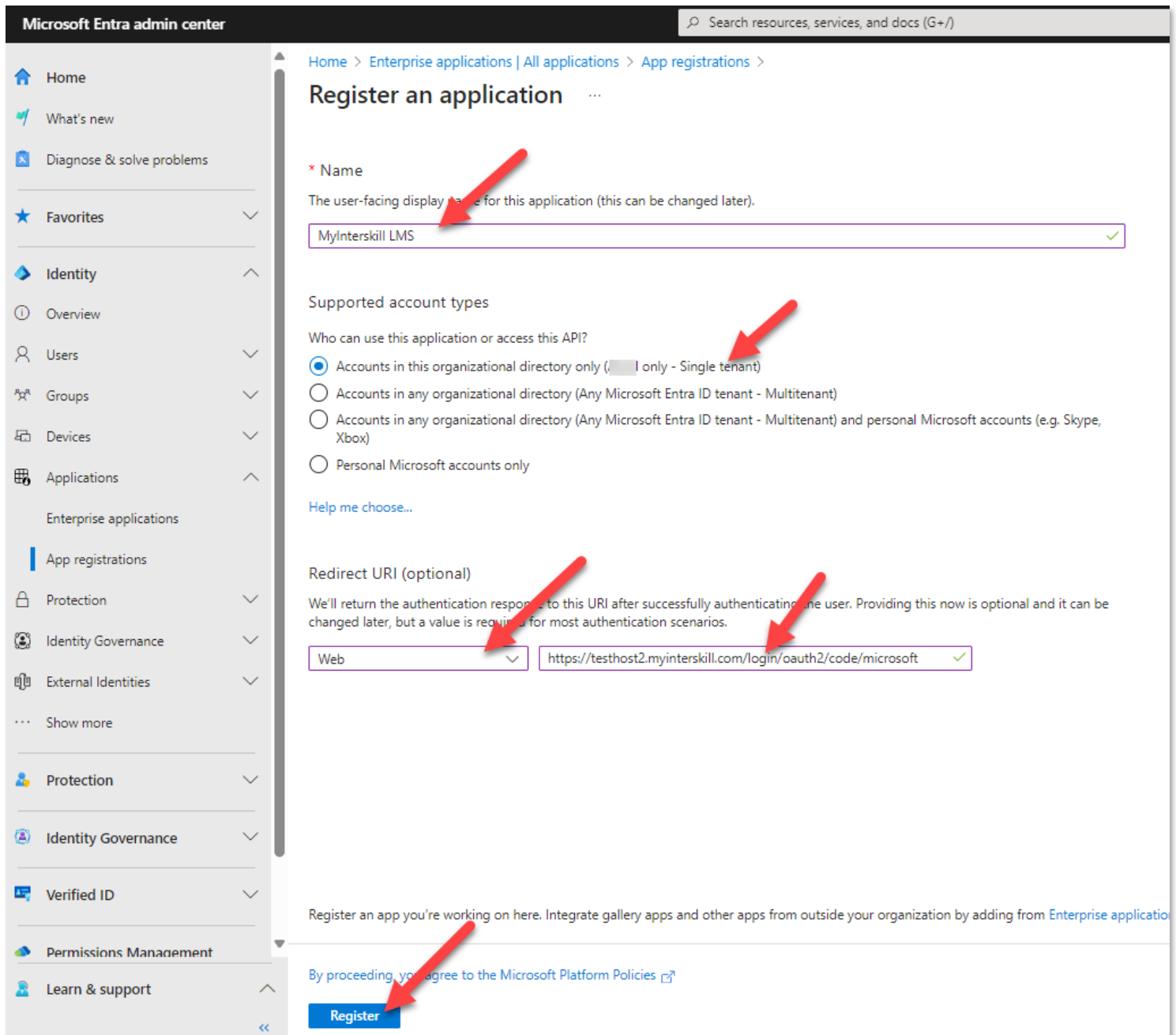
Select the Account type of **Accounts in this organizational directory only (<Your Organization> only - Single tenant)**

Under **Redirect URI**, select the **WEB** type and enter the URI given to you by Interskill support.

<https://<ask-Interskill-for-domain>/login/oauth2/code/microsoft>

*Note: This URL can vary depending on the training site your organization is registered under. Interskill Support will provide you with the URL that is assigned to your organization.*

Be sure to save your registration by clicking the **REGISTER** button at the bottom.



## Step 2(Optional): App Registration Branding

You may add the Interskill Learning Logo to your app under the Branding & Properties page.

The screenshot shows the 'Branding & properties' page for an application named 'MyInterskill LMS'. The left-hand navigation pane includes sections for 'Manage' and 'Support + Troubleshooting'. The 'Branding & properties' option is highlighted. The main content area contains the following fields and options:

- Name \***: MyInterskill LMS
- Logo**: A blue diamond logo with a white 'i' inside.
- Upload new logo**: Select a file
- Home page URL**: https://interskill.com
- Terms of service URL**: https://interskill.com/privacy-policy/
- Privacy statement URL**: https://interskill.com/privacy-policy/
- Service management reference**: (Empty field)
- Internal notes**: Add information relevant to the management of this application.
- Publisher domain**: accel-learning.com (with an 'Update domain' link)
- Publisher verification**: Associate a verified Microsoft Partner Center (MPN) account with your application. A verified badge will appear in various places, including the application consent screen. [Learn more](#)
- MPN ID**: Add MPN ID to verify publisher

At the bottom of the page, there are 'Save' and 'Discard' buttons.

You can download the Interskill Logo at [https://interskill.com/wp-content/uploads/2024/07/Interskill-Learning-Icon\\_Standard.png](https://interskill.com/wp-content/uploads/2024/07/Interskill-Learning-Icon_Standard.png)

You can enter the following items:

Home page URL = <https://interskill.com>

Terms of service URL and Privacy statement URL = <https://interskill.com/privacy-policy/>

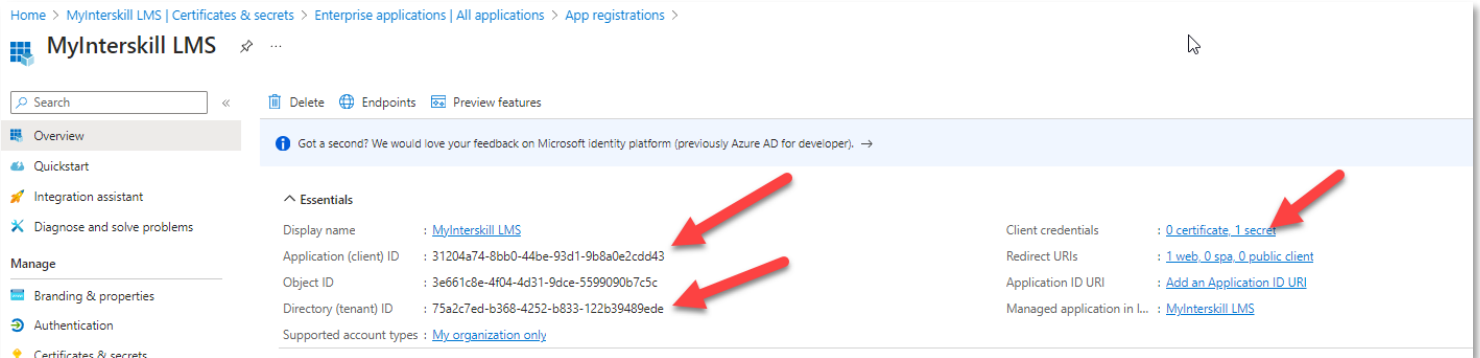
You can use the other fields as needed, but they are not required.

Click the **Save** button to save the Branding & Properties.

### Step 3: Send Tenant ID and Application ID to Interskill Support

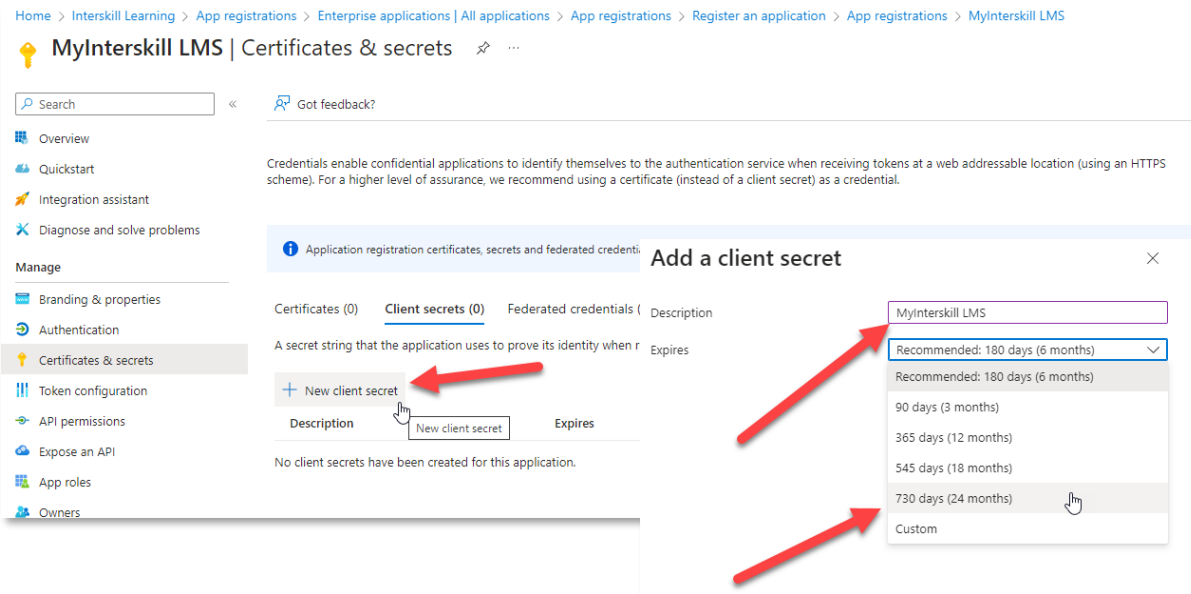
You will need to provide your organization’s Microsoft Tenant ID and Application ID to Interskill support. The Tenant ID and the Application ID can be found on the App Registration Overview page (see image below).

You can copy the Tenant ID and Application ID and email it to Interskill Support.

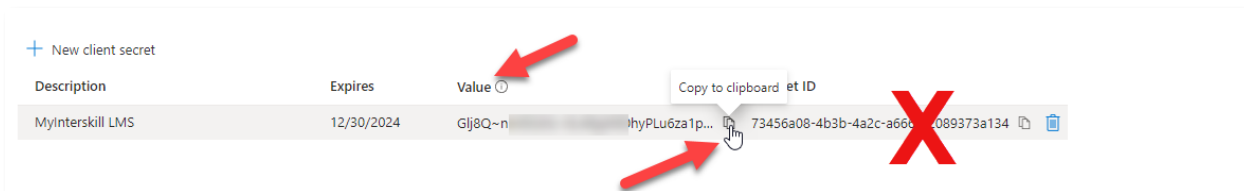


### Step 4: Create a Client Secret and send to Interskill Support

You will need to provide the **Client Credential value** to Interskill support. This can be found on the App Registration Overview page (see image above).



Click the **Client Credentials** link. Under **Certificates & secrets** create a client secret. The **value** of this secret is what you will need to **send to Interskill support via email**.



**Note:** The **value** can be seen only during the creation process so be sure to copy it before proceeding or you will need to remove it and recreate it. See image below.

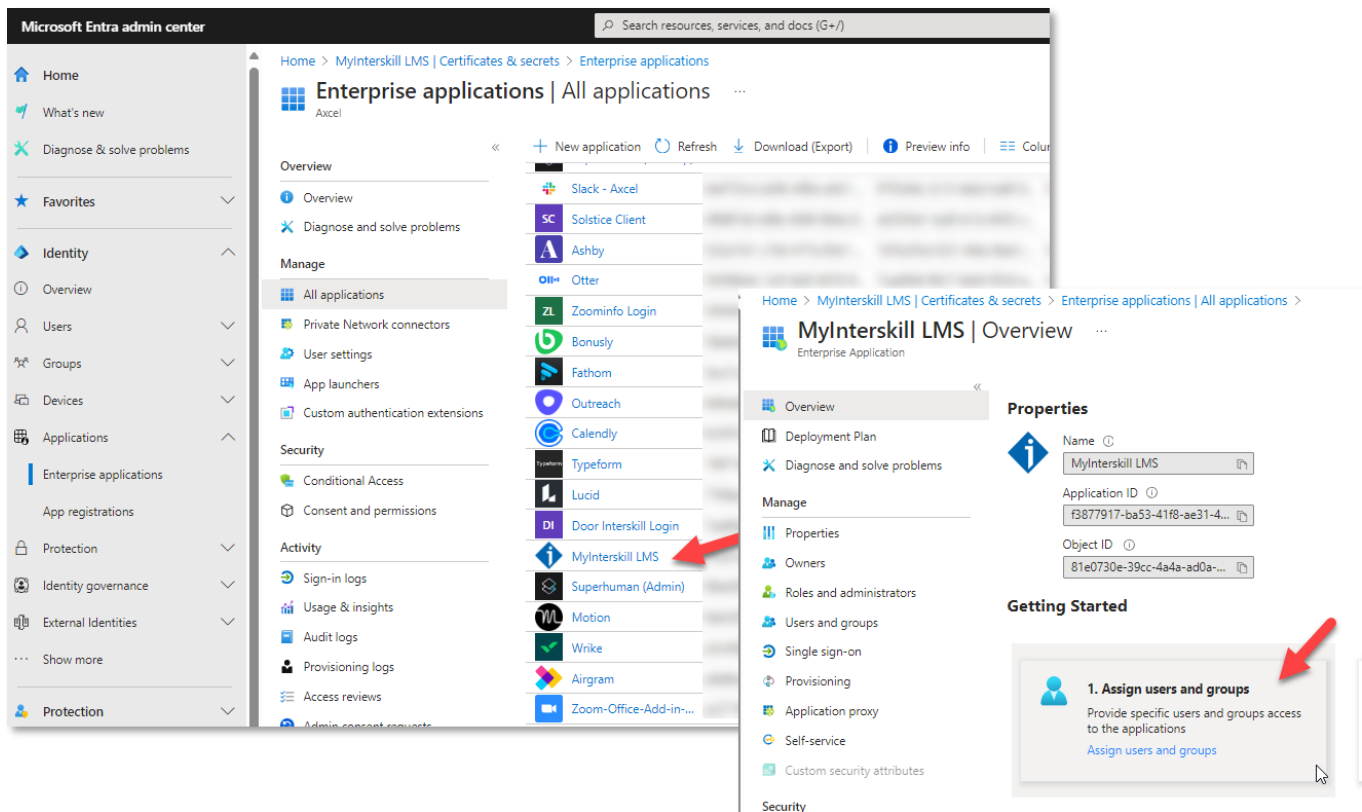
You will also be asked to provide a **name** and the **expiration**. Enter **MyInterskill LMS** as the name and **24 months** as the expiration or if your organization has a specific date requirement, please use it.

**Note:** You will need to contact Interskill support once this expiration is met with a new secret value. We recommend setting a reminder to yourself before this expiration date is met.

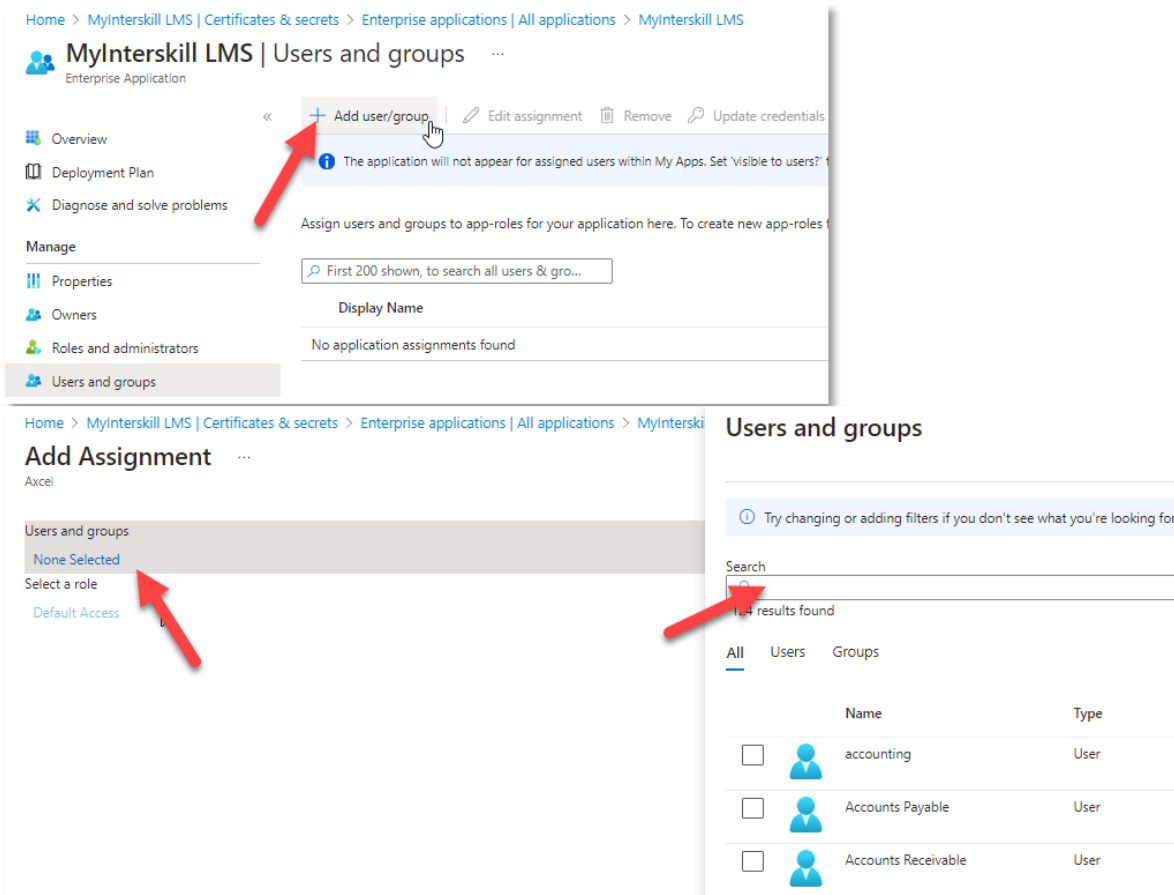
## Step 5: Assign Users in your Organization to Access MyInterskill LMS using Microsoft Entra Administration Portal.

You will need to assign users in your organization to be able to access this new application. You can do it in many ways, but the below explains how to assign individual users. You can contact Microsoft Entra support for more information on how to assign applications to groups or using other provisioning methods. Most Microsoft systems are set to allow all users by default.

Go to the **Enterprise Applications** page on the **Microsoft Entra** admin center and you will see the newly created **MyInterskill LMS** listed. Select it and then click on the **“Assign Users and Groups”** – see image below.

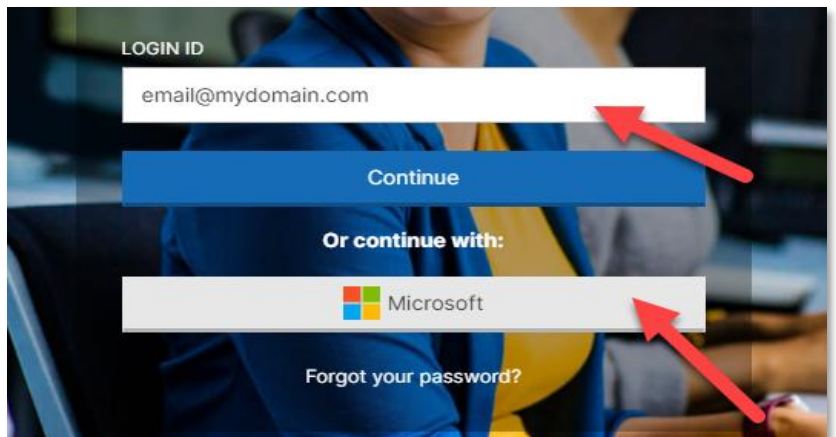


Select the **Add User/Group** option at the top left. Then click on the **Users and Groups** selector to select the users and/or groups you wish to allow access.



## Step 6: Test your Login to MyInterskill LMS

Once you have completed the steps above, you can do a test to login to the MyInterskill LMS site. Goto the URL given to you by Interskill support and login. You should be automatically authenticated to the home page without needing to use your LOGINID, but if you do get prompted you can enter your email address and click on the Microsoft button to login without the need of a password. You should have an existing account with a



matching email address on the MyInterskill LMS site, but if not you will get a prompt to create one. You will see a prompt like the one below on your initial login which users will need to accept before proceeding. The next time you login, it will authorize you and land you on the home page.

## Step 7: Have your Users Login to MyInterskill

Once you have completed all of the steps above, your users can begin using the Microsoft SSO button on the MyInterskill LMS. Remember that users must have an account on the MyInterskill LMS with a matching email address.

