

Single Sign-On Using SAML Data Sheet

What is SAML v2.0? Security Assertion Mark-Up Language (SAML) is an authentication method for users to log in to one system automatically by being logged into another. The idea is to sign in once (usually to your school's network directory service) and the tools you use will authenticate you based on that single sign-on (SSO). FastBridge supports SAML v2.0 as an SSO method for our FastBridge application.

Implementation timeline:

Once the district provides all the information required, please allow up to four weeks for FastBridge to implement this SSO solution from beginning, to customer testing and sign-off, to end.

Prerequisites:

1. Your district must have an active FastBridge account set up with FastBridge.
2. The district must verify that their SAML 2.0 federation services are compatible with Microsoft Active Directory-Federation Services (AD-FS).
3. Your AD-FS compatible environment must have Publicly Trusted Certificates enabled.
4. In the FastBridge application, the Master Account Administrator or District Manager user must verify that the **SSO Enable** is set to **YES**.
5. The district should have ready access to Teacher ID's, Student ID's, nameID from your AD-FS POST responses, and a FastBridge roster in CSV format that will be edited by the school. You will want this handy when you are formatting rosters to fit the SSO implementation.

What does FastBridge provide?

1. **A District_Key**. A unique identifier with no spaces and no punctuation. For example, Best School NY becomes bestschoolny.
2. **A token-signing certificate** (SHA-256) via URL for the district to import.
3. At the end of this process, an **SSO link** with your District_Key inserted. For example, [https://auth.fastbridge.org/sso/\[district_key\]/metadata.do](https://auth.fastbridge.org/sso/[district_key]/metadata.do). This link will redirect to the district AD-FS page where staff sign in. Once completed, a POST response is sent with a token issued from the AD-FS server and contains a timestamp and a NameID that exactly matches the NameID in the newly-constructed roster (See "What districts must provide" on the next page).

What districts must provide FastBridge (in order):

1. School Site Metadata
An XML document generally provided by district administrator from an AD-FS URL.
2. Verify the token-signing certificate is imported.
3. Any changes to your roster
The UserID format used in-roster for SSO clients in FastBridge is:
[district_key]_[roleID]_[nameID]
Example: teacher credentials bestschoolny_8_1234567

Role IDs are:

- 6-District Manager
- 7-School Manager
- 8-Teacher
- 91-Specialist
- 92-Group Proctor
- 10-Student

Both student and staff rosters must be modified as follows:

Student roster:

- StudentID has to be the nameID that we will get in the SAML POST response.
- TeacherID has to be the nameID that we will get in the SAML POST response.
- TeacherEmail has to be in the format of **[district_key]_8_[nameID]** where **nameID** has to be the nameID that we will get in the SAML POST response. It should NOT be an email address.
- RoleID for the teacher is 8. See an example extract of roster below, and note: the teachers' actual email address should not be on student rosters with SSO integration, emails are uploaded in the Staff Roster process.

StudentID	StudentState ID	StudentFirst Name	StudentLast Name	TeacherID	TeacherFirst Name	TeacherLast Name	TeacherEmail	Student Gender	StudentBirth Date
2125440	2125440	Jacob	Brown	2100742	BARBARA	Dube	delreyps_8_2710607	M	
2125662	2125662	Lauren	Drake	2096343	PETER	Nelson	delreyps_8_2677412	F	
2125663	2125663	AUSTIN	HOLICKY	2096406	Joanna	Kolenz	delreyps_8_2677475	F	2/12/04
2125666	2125666	Lacie	Kenny	2096406	Joanna	Kolenz	delreyps_8_2677475	M	1/26/07
2125668	2125668	Ethan	Chu	2096406	Joanna	Kolenz	delreyps_8_2677475	M	5/18/05
2125670	2125670	McKaylyn	Besadny	2100740	Jessa	GAYLES	delreyps_8_2710605	M	2/14/00
2125671	2125671	Alayjah	Xiong	2096406	Joanna	Kolenz	delreyps_8_2677475	M	8/28/11
2125677	2125677	Aidan	Gibby	2100740	Jessa	GAYLES	delreyps_8_2710605	M	10/27/05
2125683	2125683	Dylan	Lynk	2100740	Jessa	GAYLES	delreyps_8_2710605	M	9/14/01
2125689	2125689	Samuel	Gbollie	2100740	Jessa	GAYLES	delreyps_8_2710605	M	7/19/12

Staff roster:

- UserID has to be of the format **[district_key]_[roleID]_[nameID]** where **roleID** is the value in column2, and **nameID** has to be the nameID that we will get in the SAML POST response.
- Email should be their actual email address.
- Since we request the **teacherEmail** in the Student roster to not be their actual email, the actual email addresses of the teachers can be updated using the staff roster. Please include teachers in the following format:
UserID has to be the same as the **teacherEmail** in the student roster.
 Example: **[district_key]_8_[nameID]**. The graphic below shows the changes to be made in green.
 Email should be their actual email address.
- No new teachers will be added with this process. Only emails for existing teacher uploaded through the student roster will be updated.

SchoolName(s)	RoleID	UserID	FirstName	LastName	Email
Lincoln High School	7	anycounty_7_betty_white	Betty	White	betty_white@sample.com
Abraham Elementary	7	anycounty_91_tom.cruise	Tom	Cruise	tom.cruise@sample.com
Scott Middle School	91	anycounty_91_timsmith	Tim	Smith	timsmith@sample.com
Lincoln High School	91	anycounty_7_johnadams	John	Adams	johnadams@sample.com

