

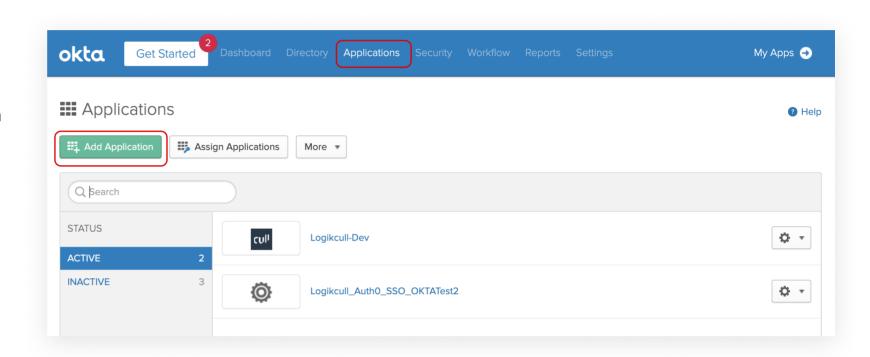
**CUSTOMER GUIDANCE** 

## How to configure SSO in Okta

01

Log into your OKTA tenant.

Select **Applications** from the top menu bar, then click **Add Application** 



02 -

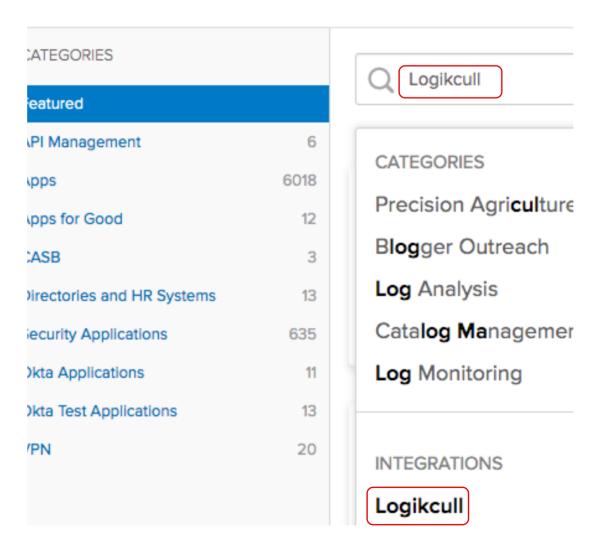
Search for Logikcull

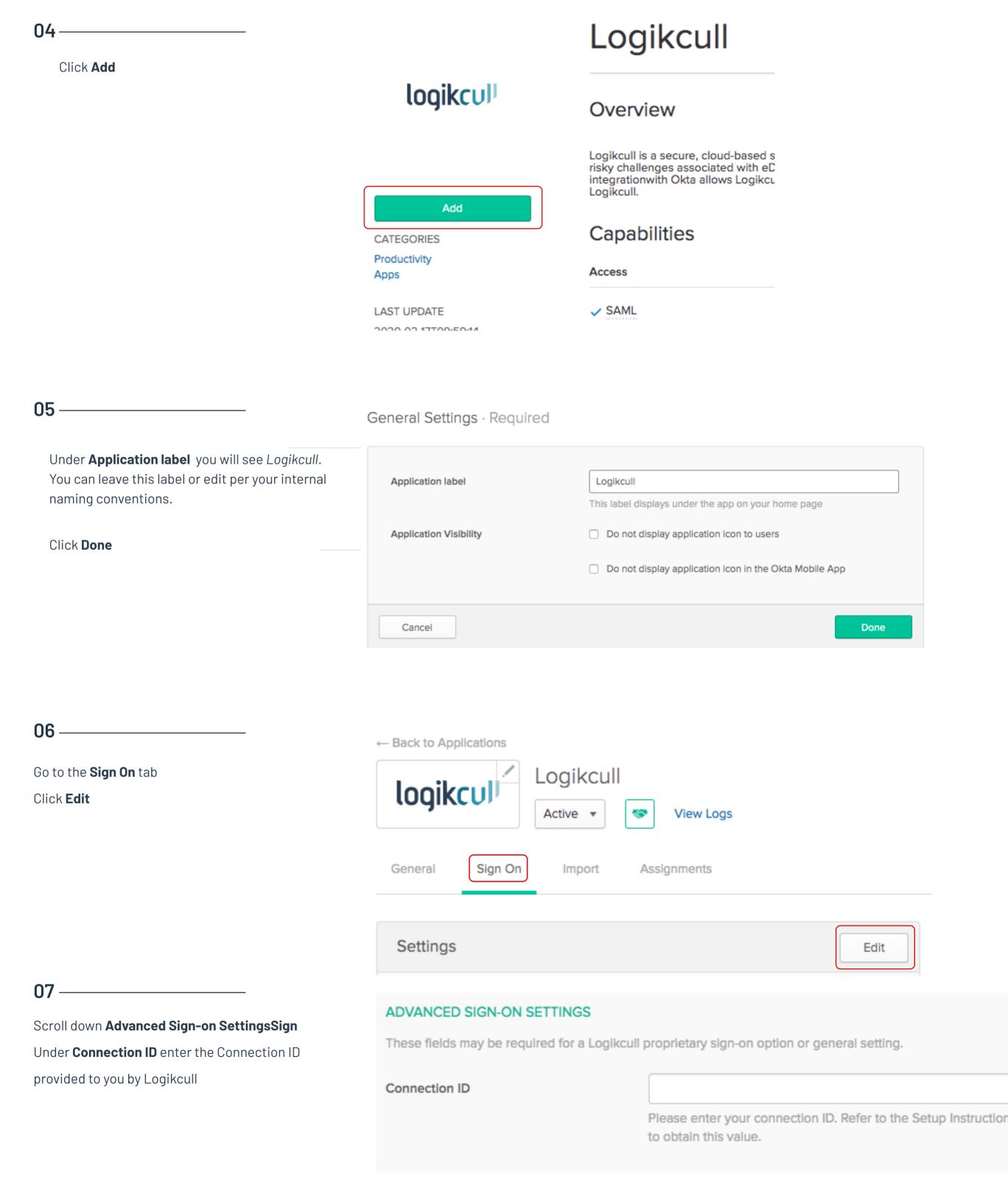
03 -

Select **Logikcul** in the search results under INTEGRATIONS

Back to Applications

## Add Application



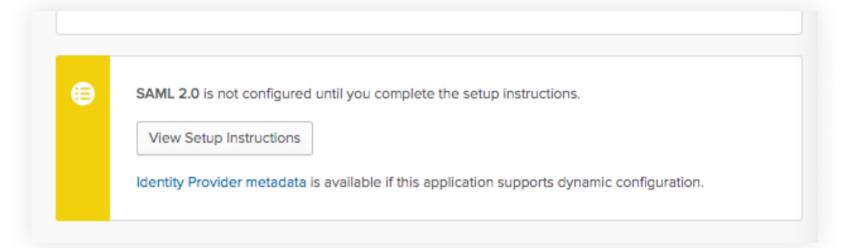


07

In the **Assignments** tab assign your test uer to the application for testing the SSO set-up

08 ———

Under the **Sign On tab** in the Logikcull application window click on the "View Set-up Instructions"



09 -

You will need the **Identity Provider Single Sign-On URL** and **X.509 Certificate** when configuring SSO in your Logikcull account (under Preferences).

Under **Assignments** assign your test user (this should NOT be the administrative user identity in Logikcull) to your new Logikcull app in OKTA.

## Definitions:

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Domain user - a domain user is a user with a username/email that is managed through your company domain. eg. if you company "Example" uses the email domain "example.com", then "jane.doe@example.com" would be a domain user.

## Things to know:

New domain users must be assigned to the Logikcull app in OKTA and added to your Logikcull account in the Logikcull (https://app.logikcull.com)

All domain users will be required to login through SSO and therefore must be authorized Logikcull users in your IdP.

If you invite users to your Logikcull account that are not domain users, such as external counsel, they will log into Logikcull directly using a username and password.

If you have enforced 2FA on your Logikcull account, which is recommended, all users will be required to enter a second factor regardless of login method.