

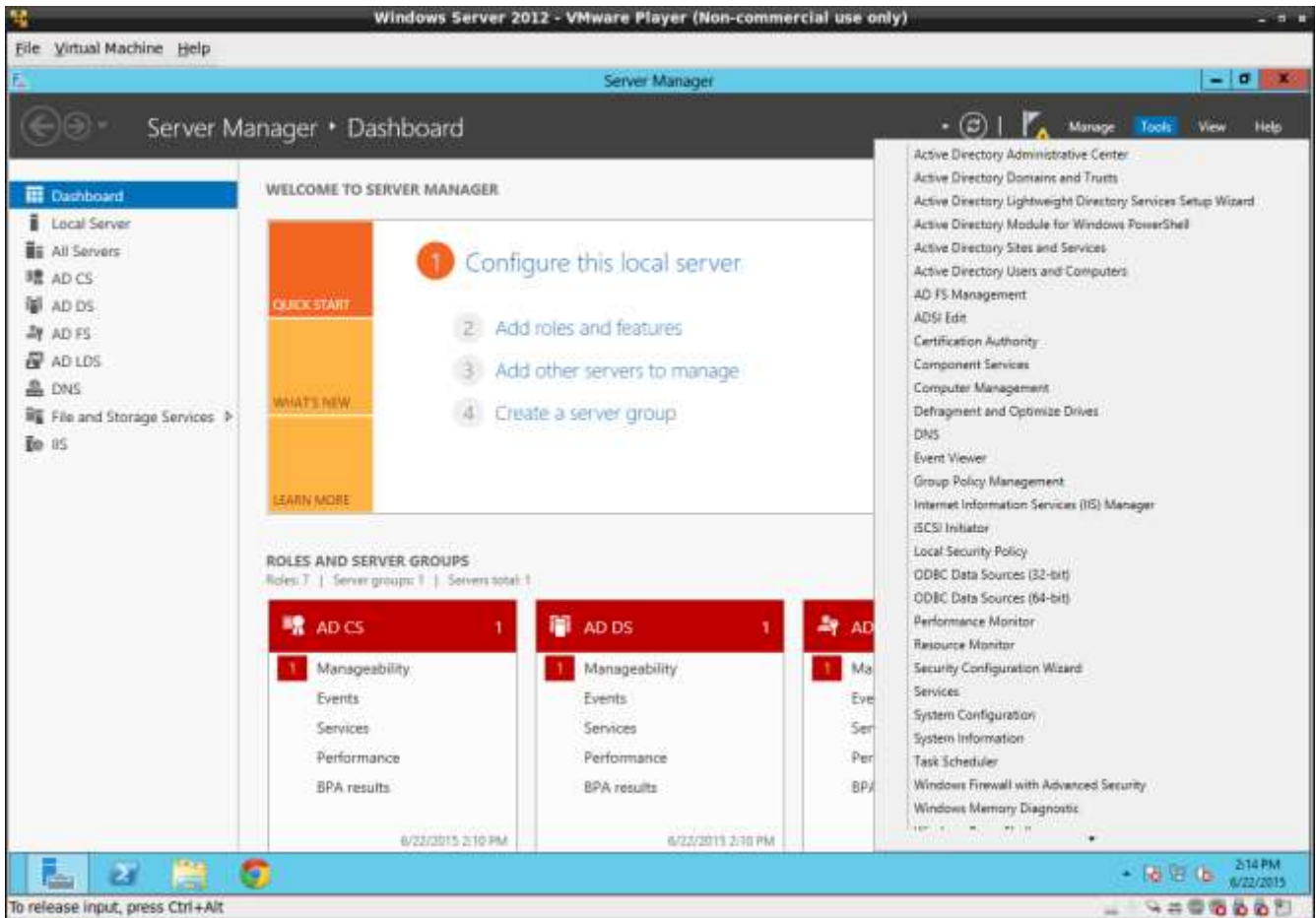
Configuring Active Directory Federation Services for SSO using SAML 2.0 with Pacific Timesheet

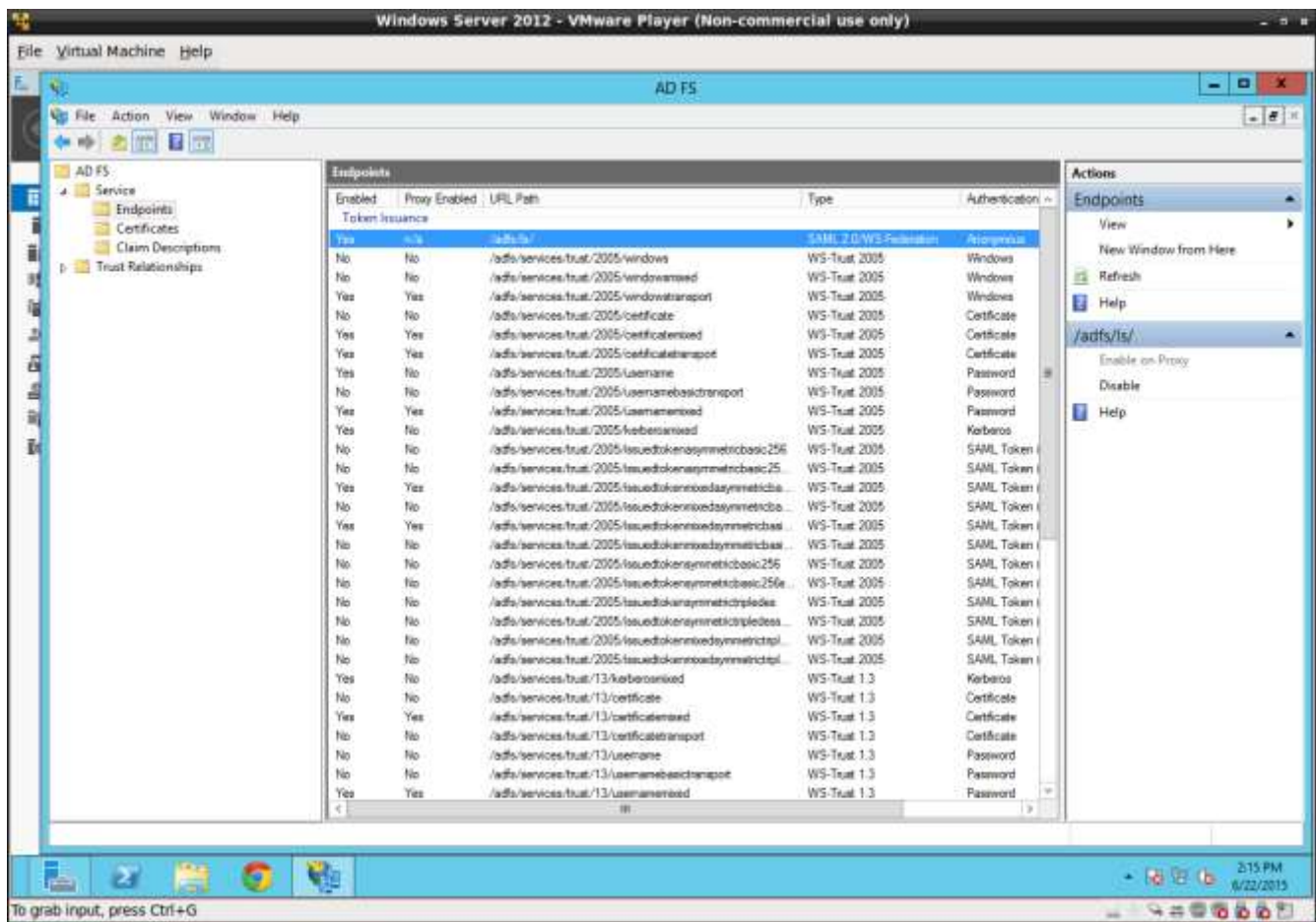
Background

You can connect Active Directory Federation Services (AD FS) Single Sign-On (SSO), as an identity provider, with Pacific Timesheet as a cloud-based application. The steps to configure AD FS SSO to connect with Pacific Timesheet first must be completed within AD FS SSO configuration tools, then certain SSO settings must be completed in Pacific Timesheet's AD FS SSO SAML 2.0 settings under system>security>authentication. AD FS does not currently have a cloud applications catalog like Azure Active Directory. If you have an Azure Active Directory account and you want to connect your SSO with Pacific Timesheet proceed to the Azure Active Directory cloud application catalog, search for Pacific Timesheet and follow the instructions there. Whether you are using Pacific Timesheet on-premise or in the cloud, the procedure is the same as here, requiring that you to manually setup a Pacific Timesheet application in AD FS, then complete the setup of your AD FS SSO SAML 2.0 connection within Pacific Timesheet.

This thirty-one-page guide provides detailed step-by-step instructions on how to setup AD FS SSO and then Pacific Timesheet to enable Single Sign-On for your users.

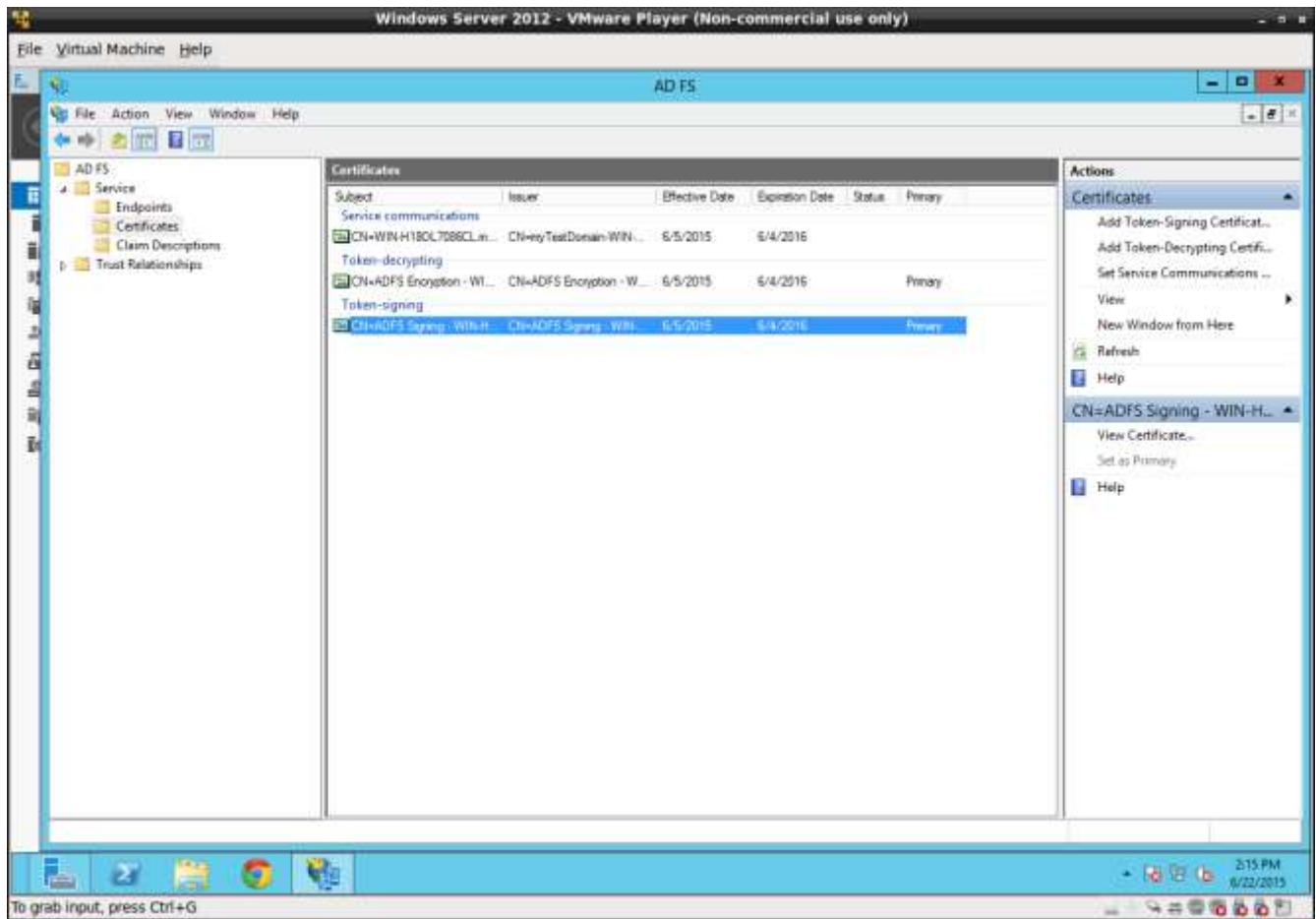
Startup AD FS Management and go to the Server Manager Dashboard.





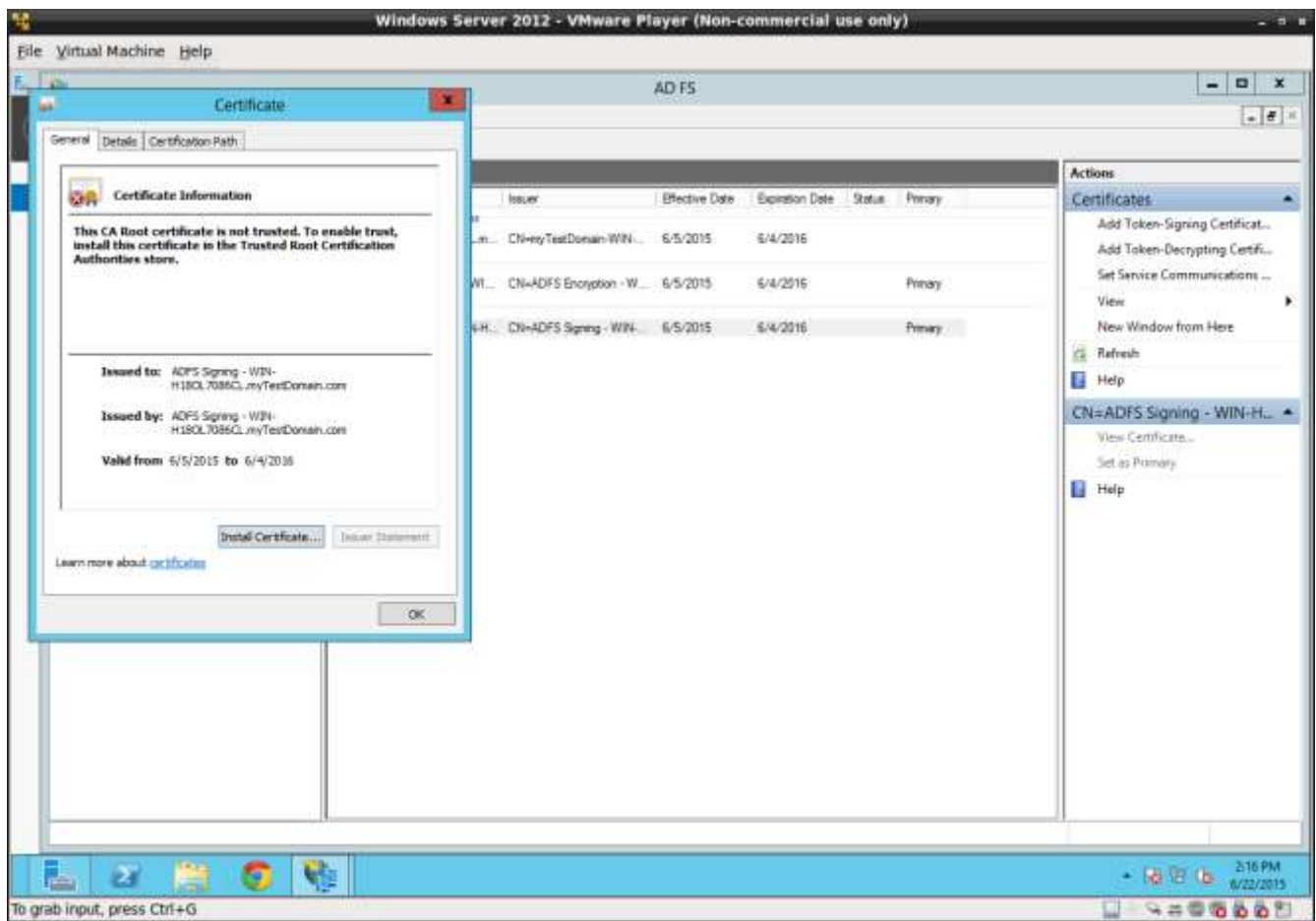
Check Your End Service Endpoints

Make sure that you have an endpoint for SAML requests. You will need this URL to configure Pacific Timesheet later.



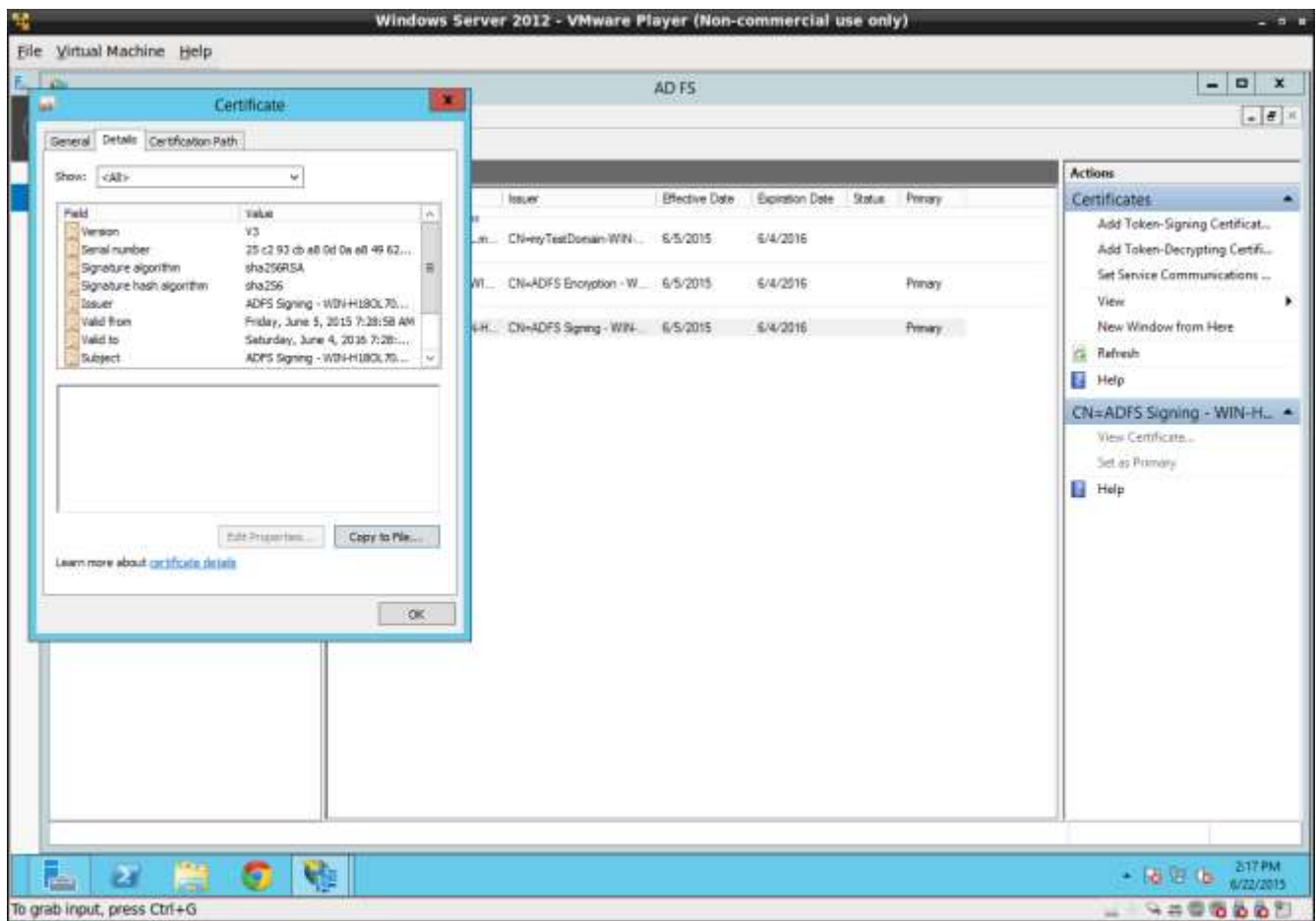
Export Certificate

Export your certificate to configure Pacific Timesheet. To do so, select the certificates folder and select the signing certificate. Right mouse click and select properties.



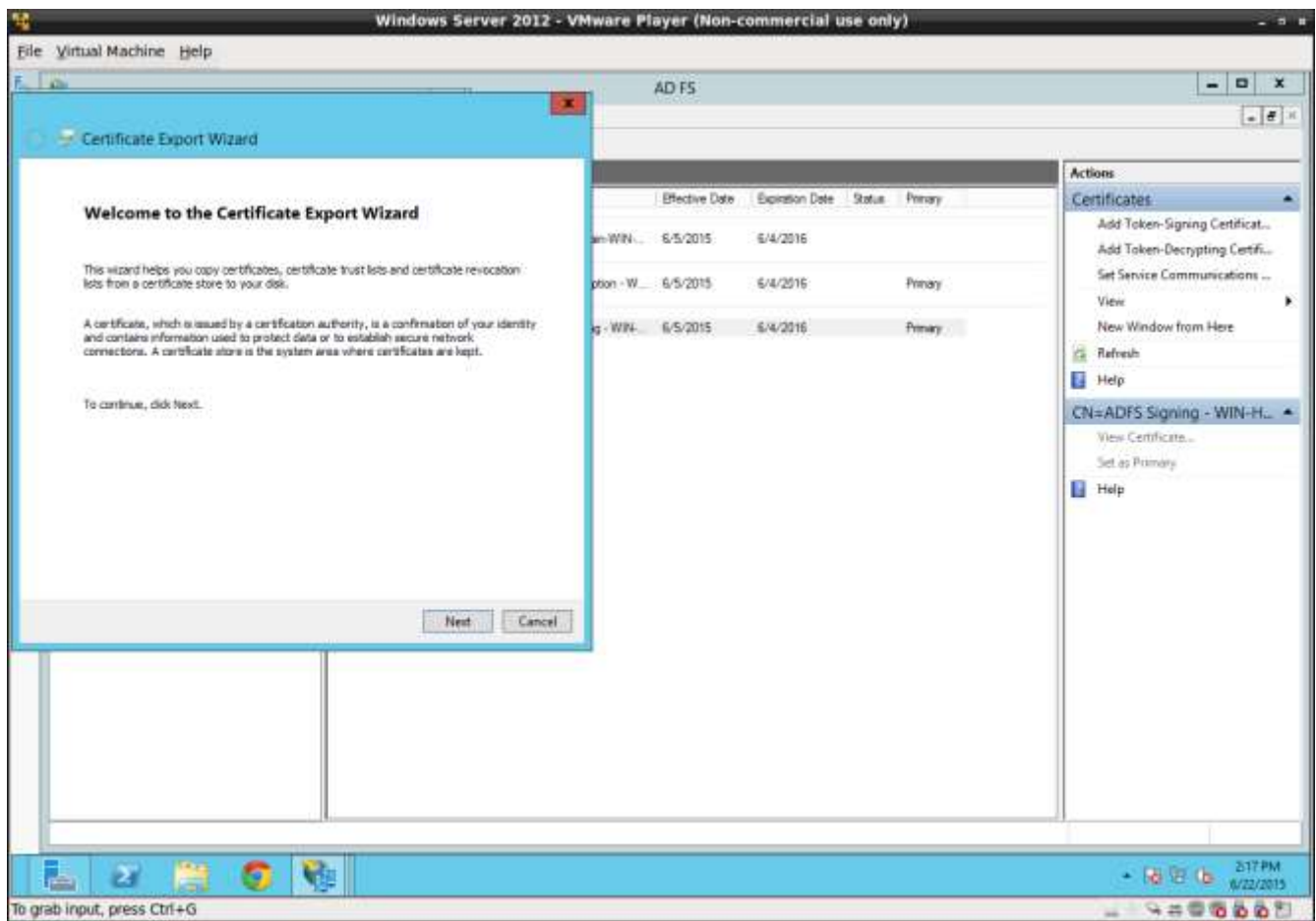
Certificate Dialog

The certificated dialog will display as shown above.



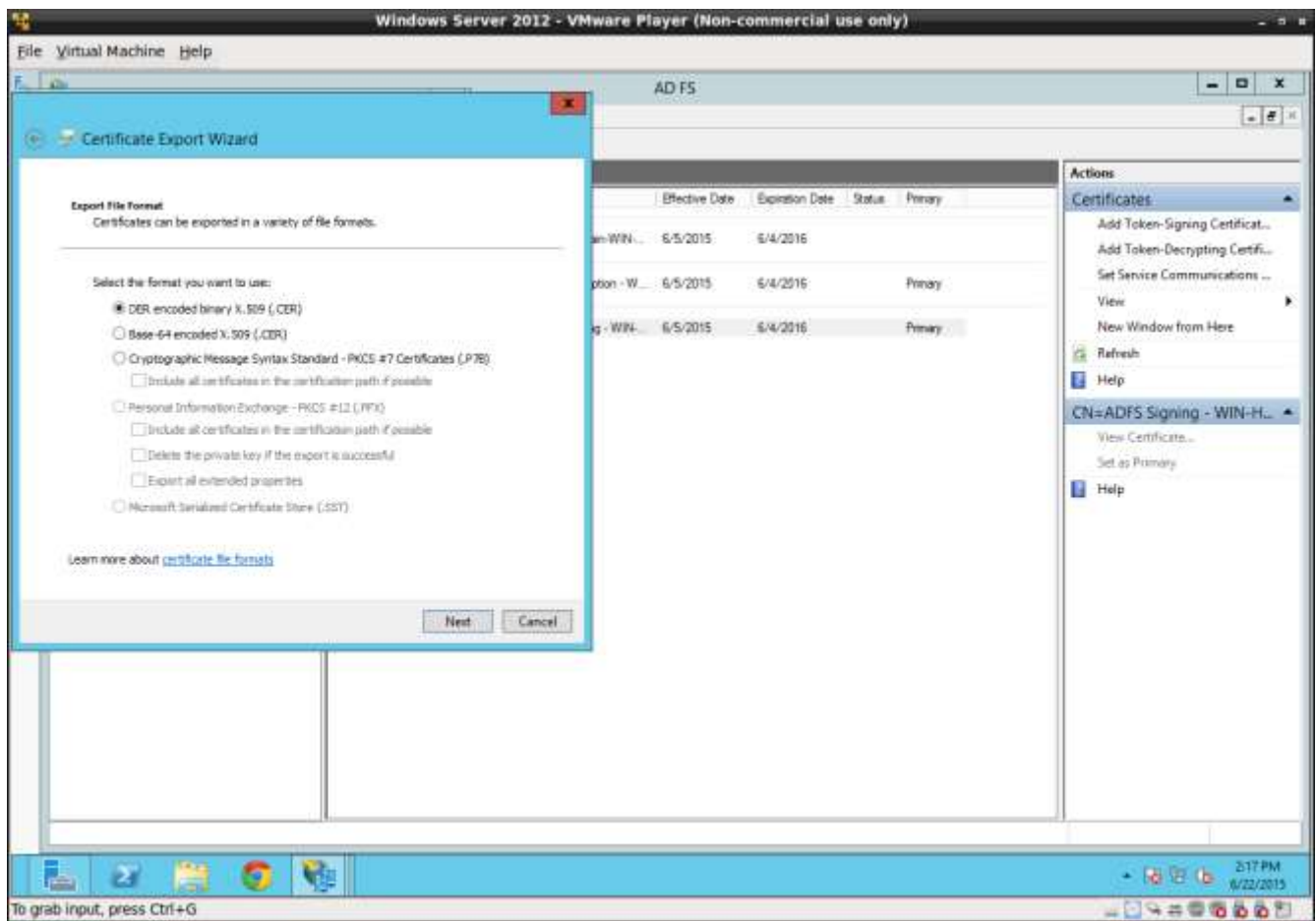
Select the details tab

Press the "copy to file" button.



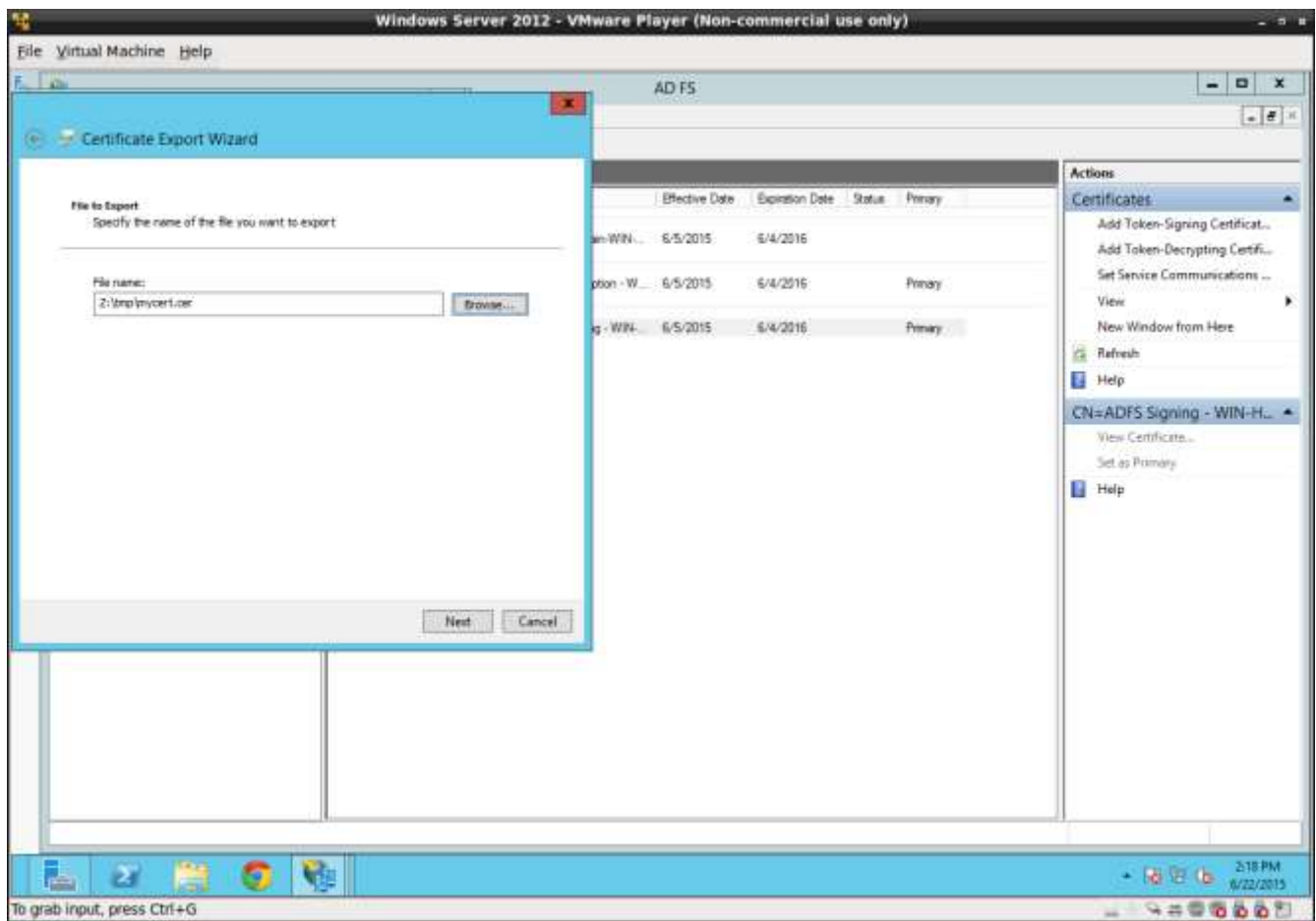
Export Wizard

An export wizard will appear to guide you through the export steps. Press next to continue.



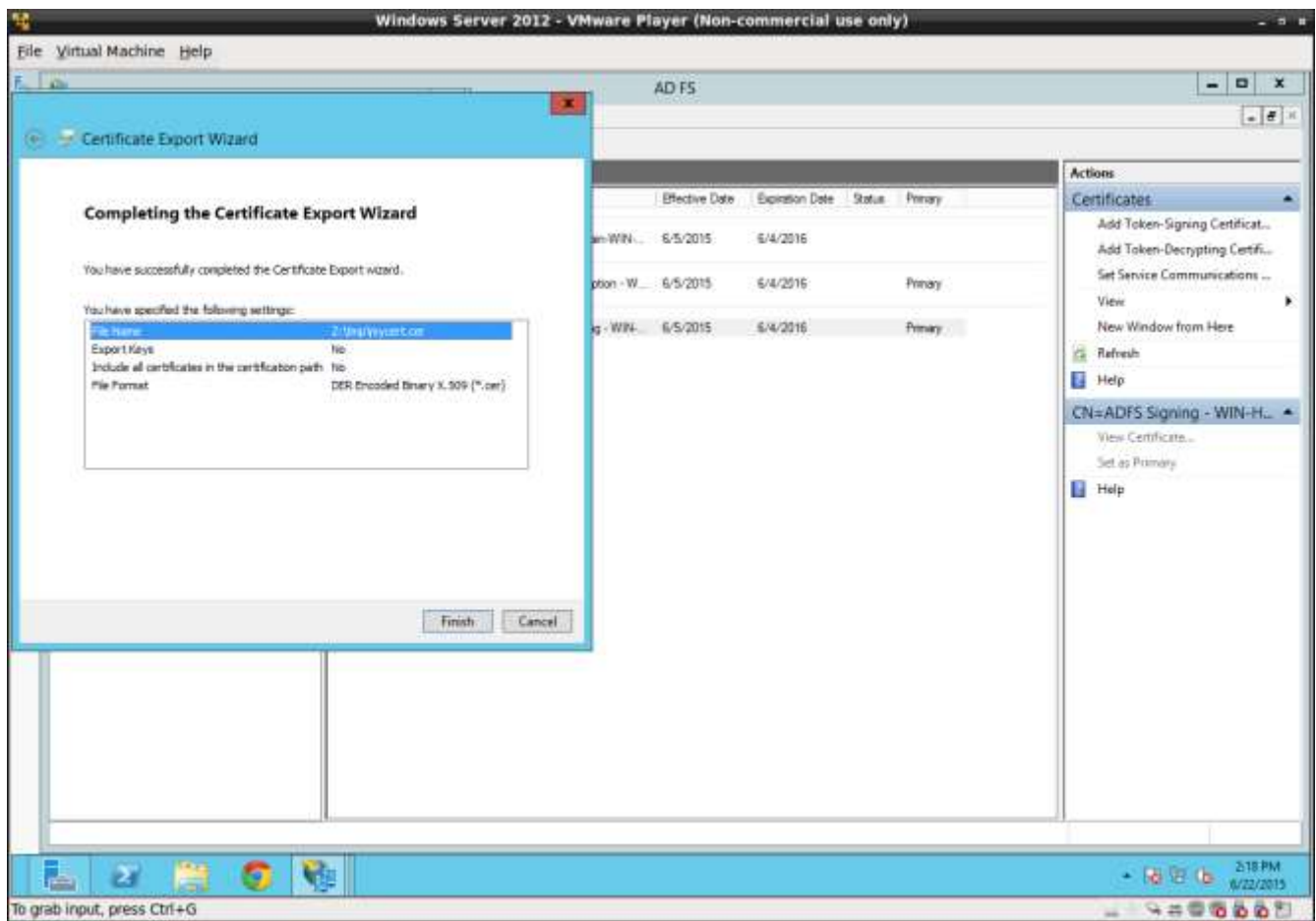
Select DER Format

Select the DER format and press next.



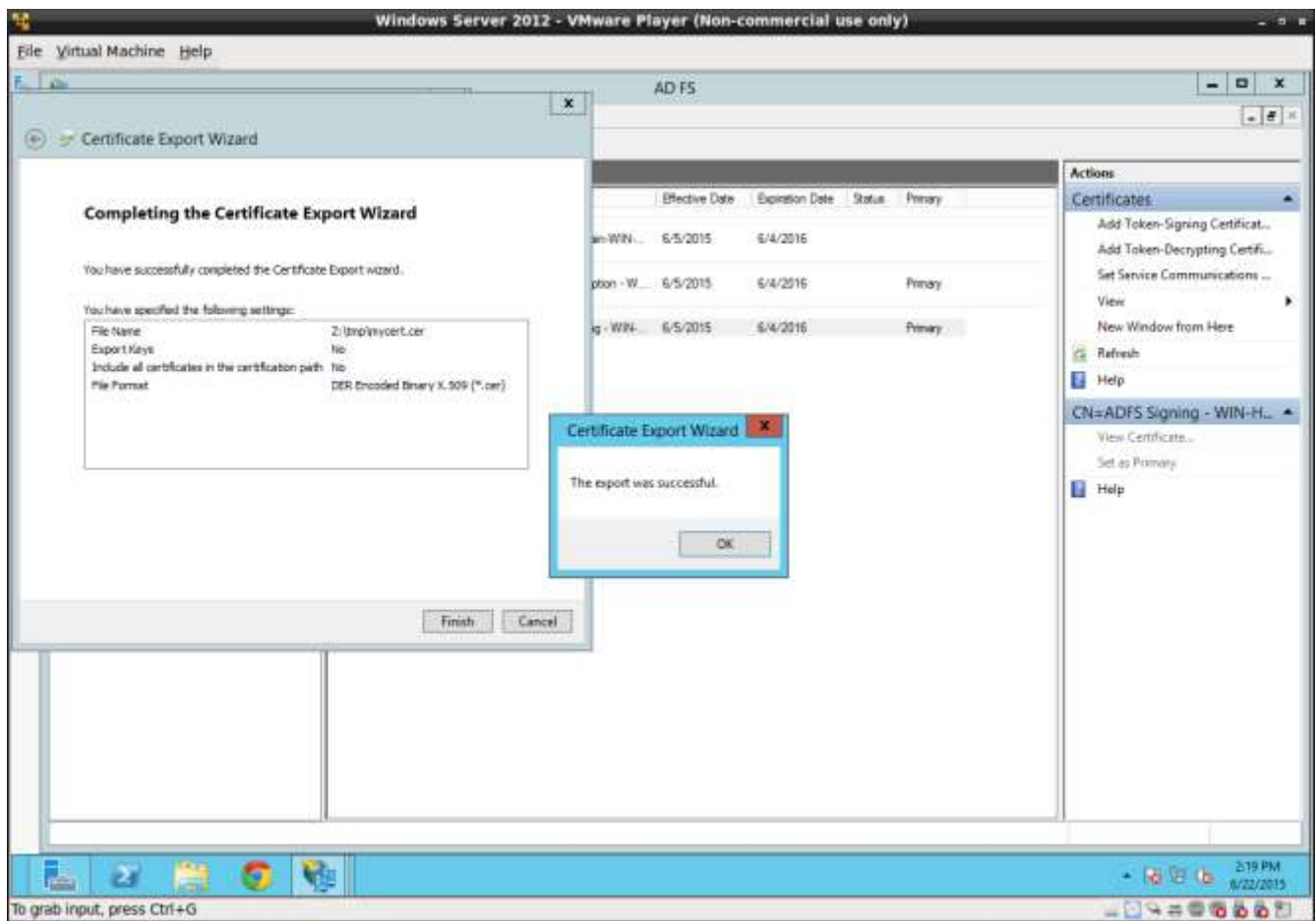
Set File Name

Provide a file name and press next.



Finish

Press the finish button.

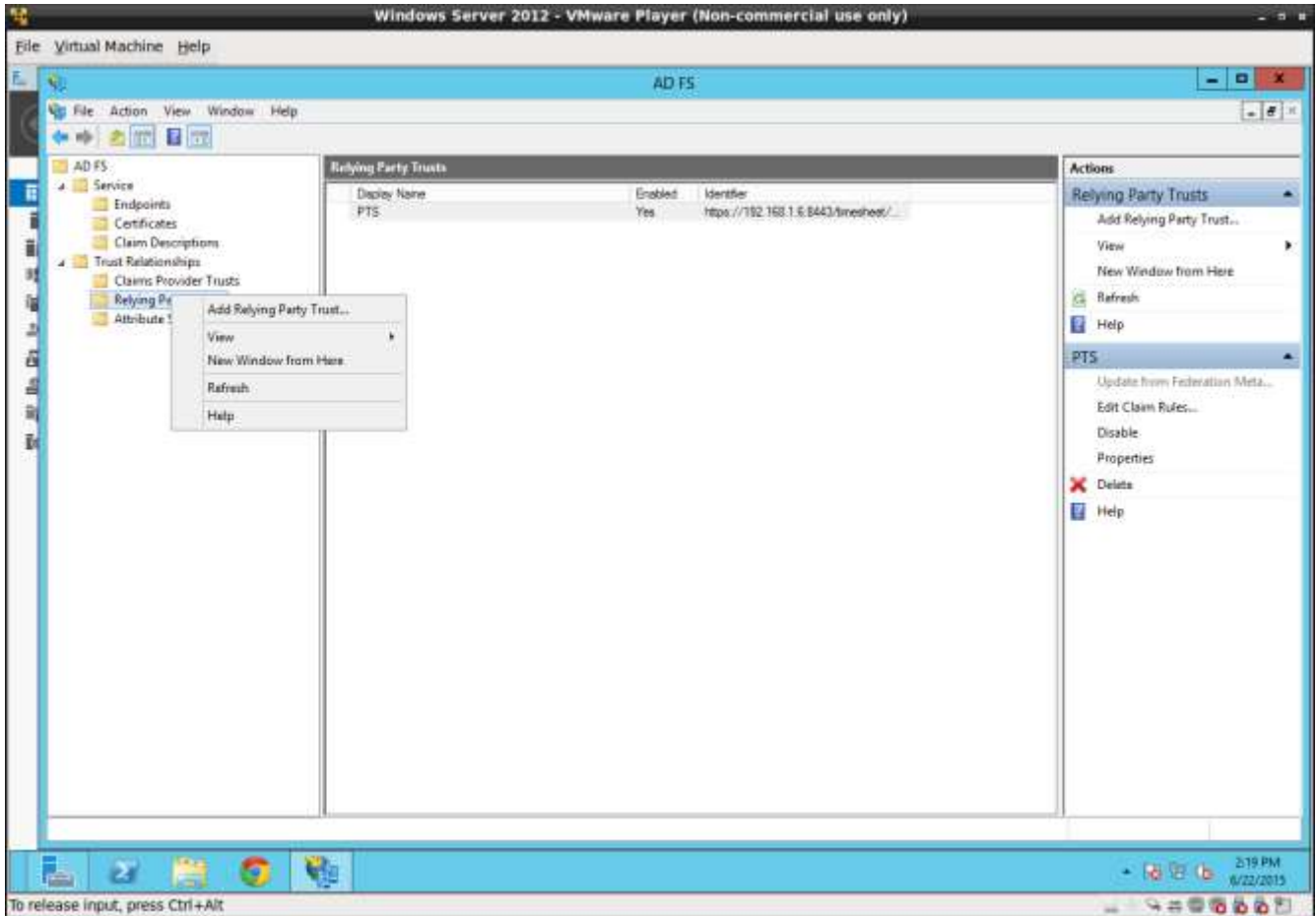


Success

The dialog "The export was successful" means you have successfully exported your certificate.

Convert Certificate to PEM Format

Your next step will be to convert the certificate into the PEM format by using an online conversion tool. Here is a one example available from SSL Shopper <https://www.sslshopper.com/ssl-converter.html>.

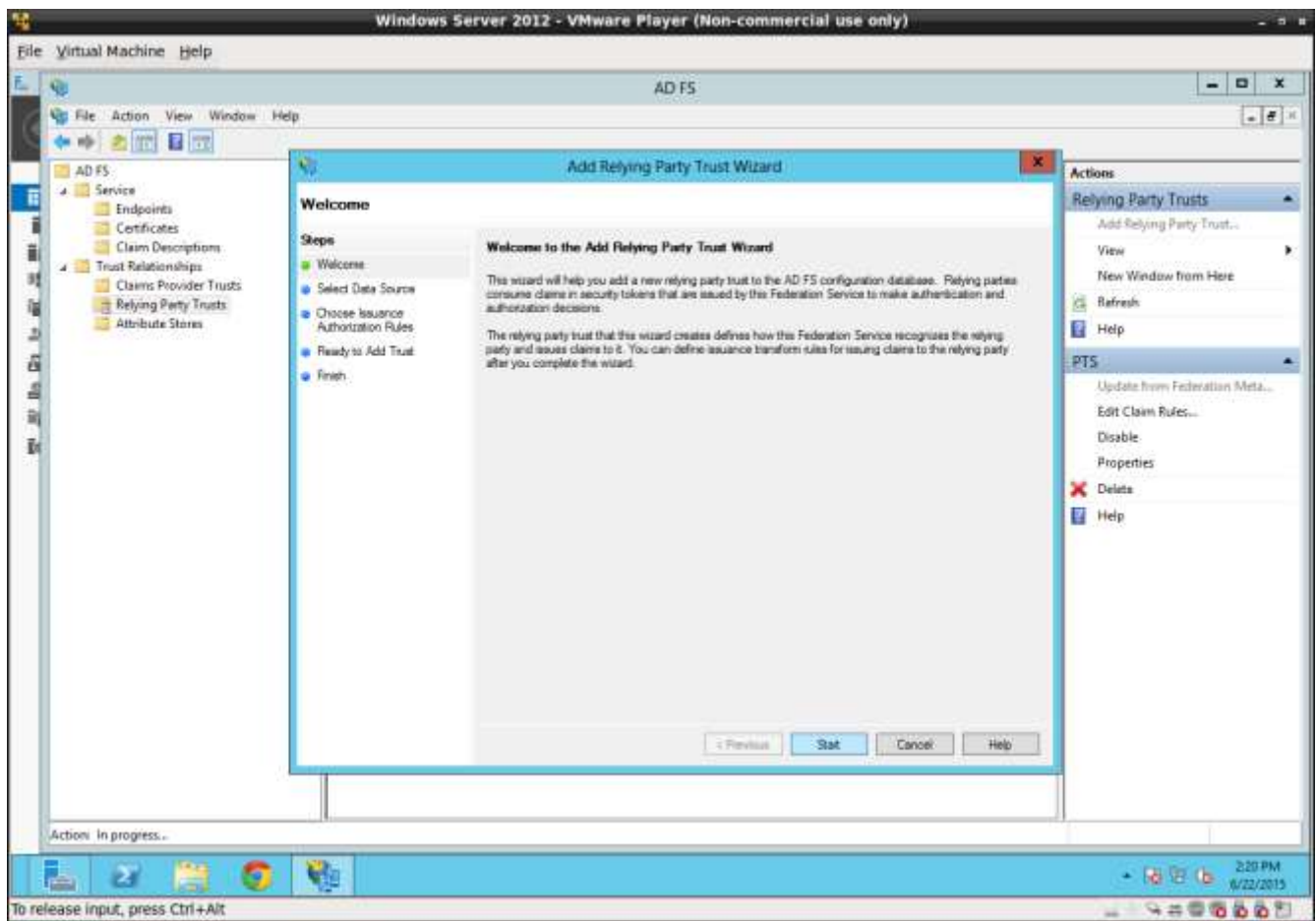


Create Relying Party

Once the conversion to the PEM format is done, the next step is to create the Relying Party in AD FS.

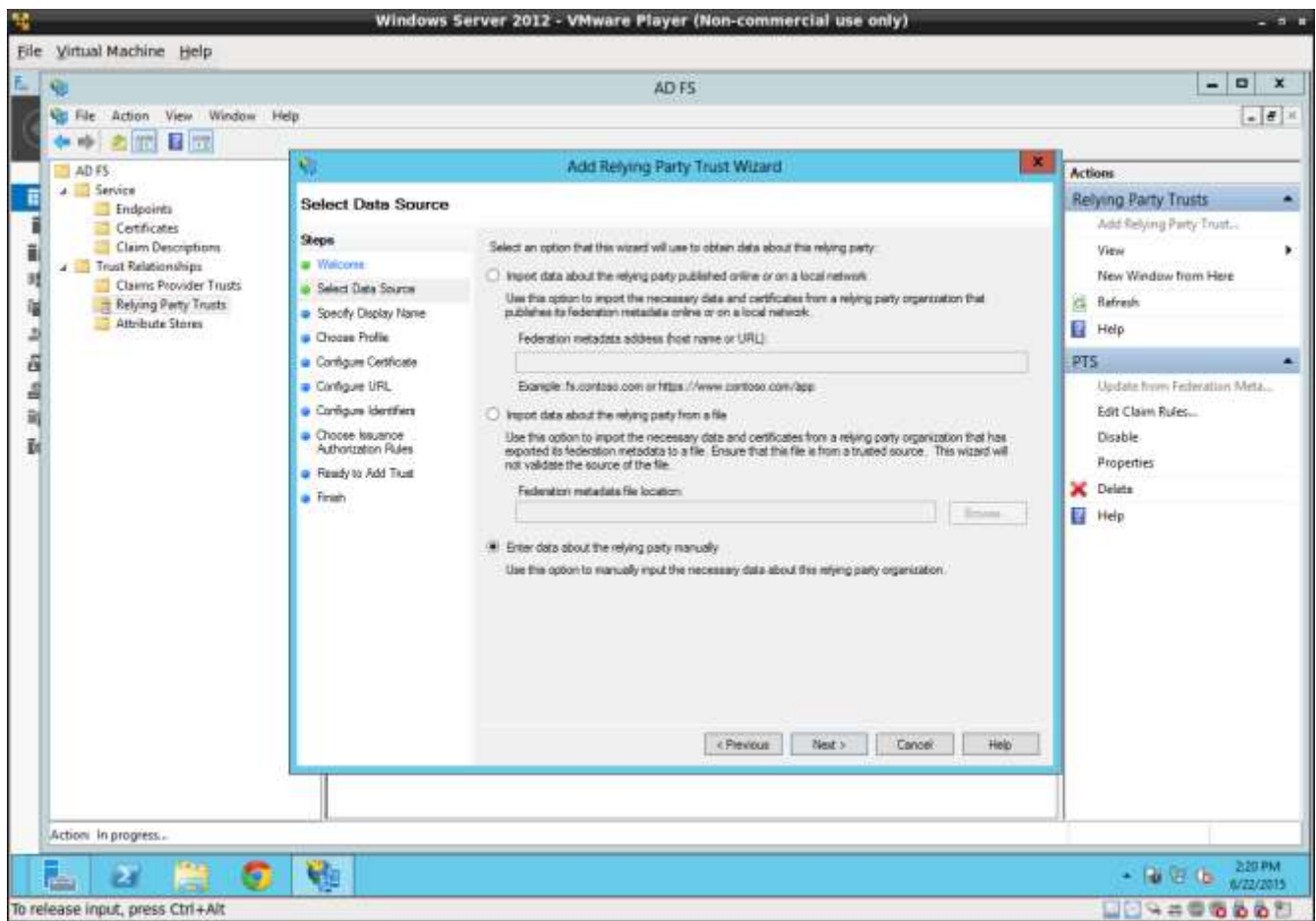
Add Relying Party

From the AD FS management tool right mouse click on the "Relying Parties" folder and select "Add a relying party".



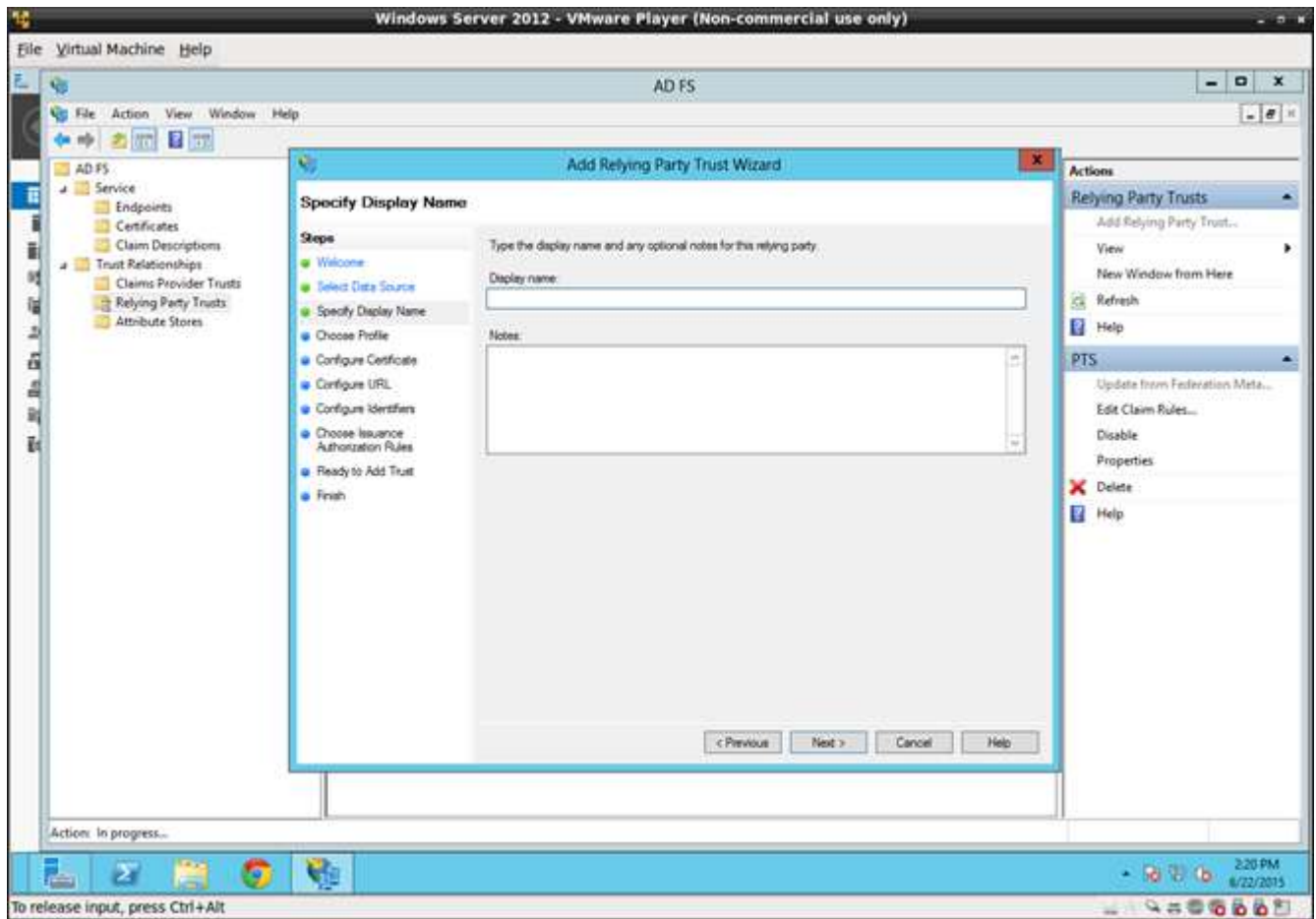
Add Relying Party Trust Wizard

The Add Relying Party Trust Wizard will display. Press next.



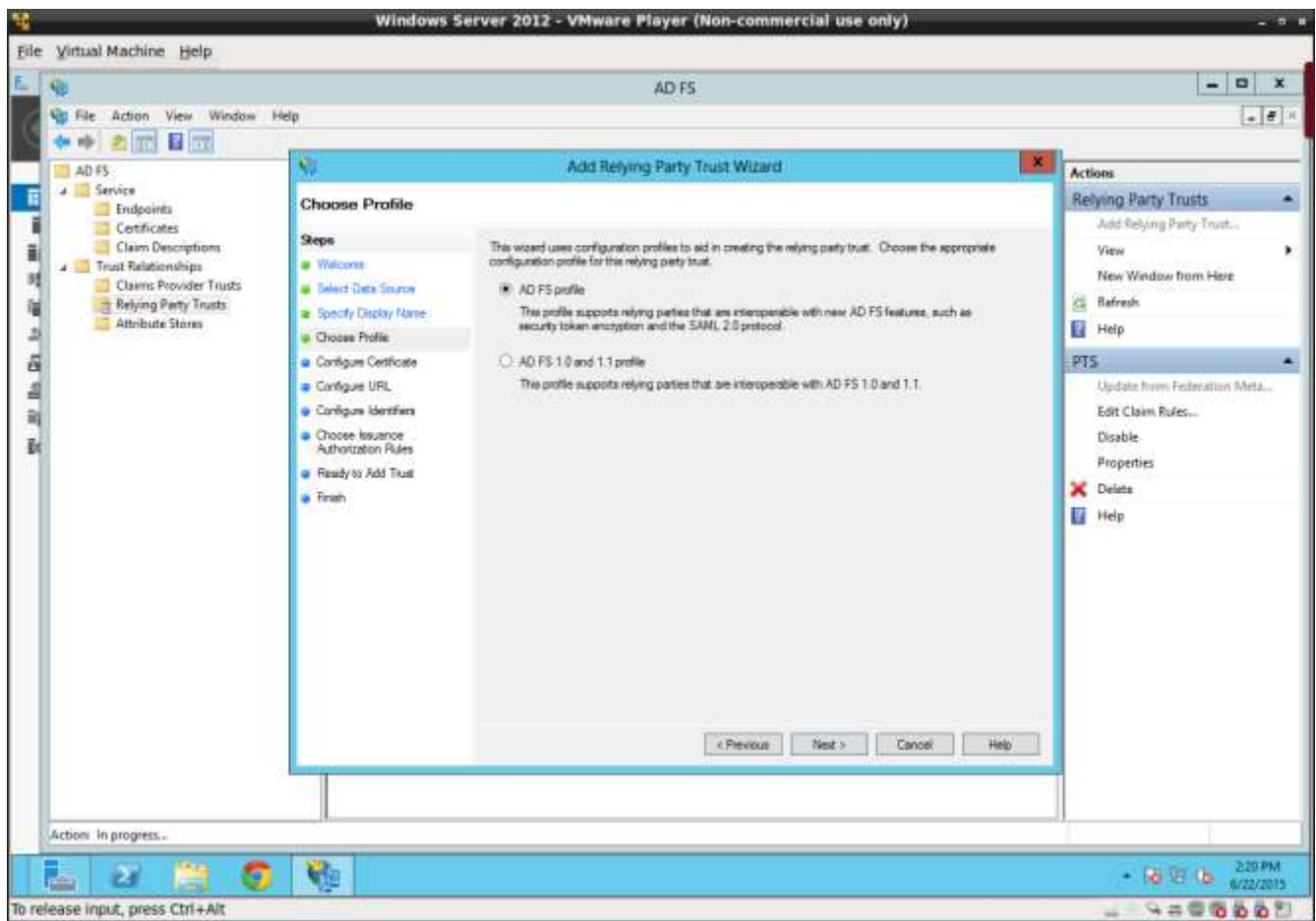
Select Enter Manually

Select the "Enter manually" radio button and press next.



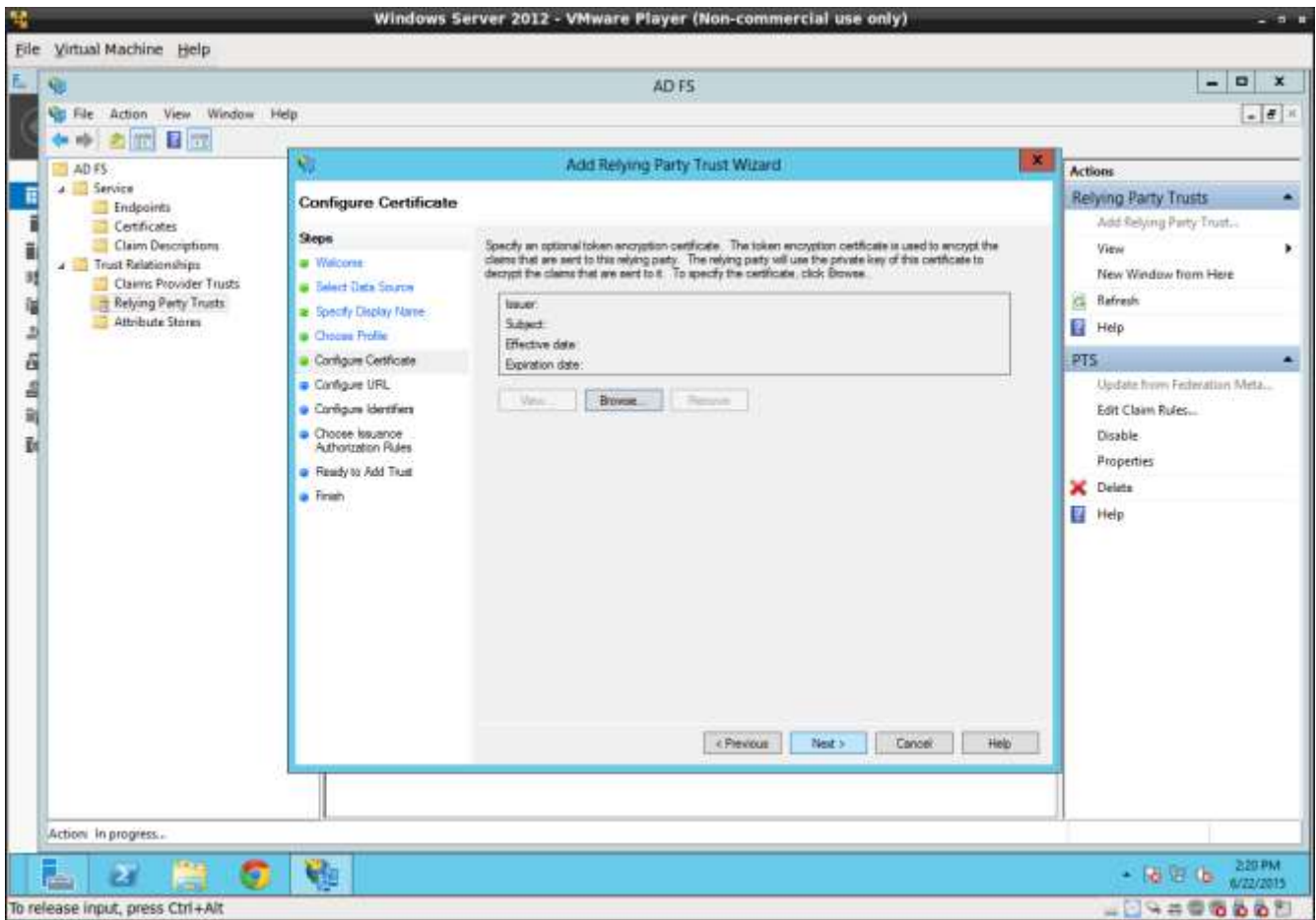
Set Pacific Timesheet Name

Enter Pacific Timesheet as the name of the relying party and press next.

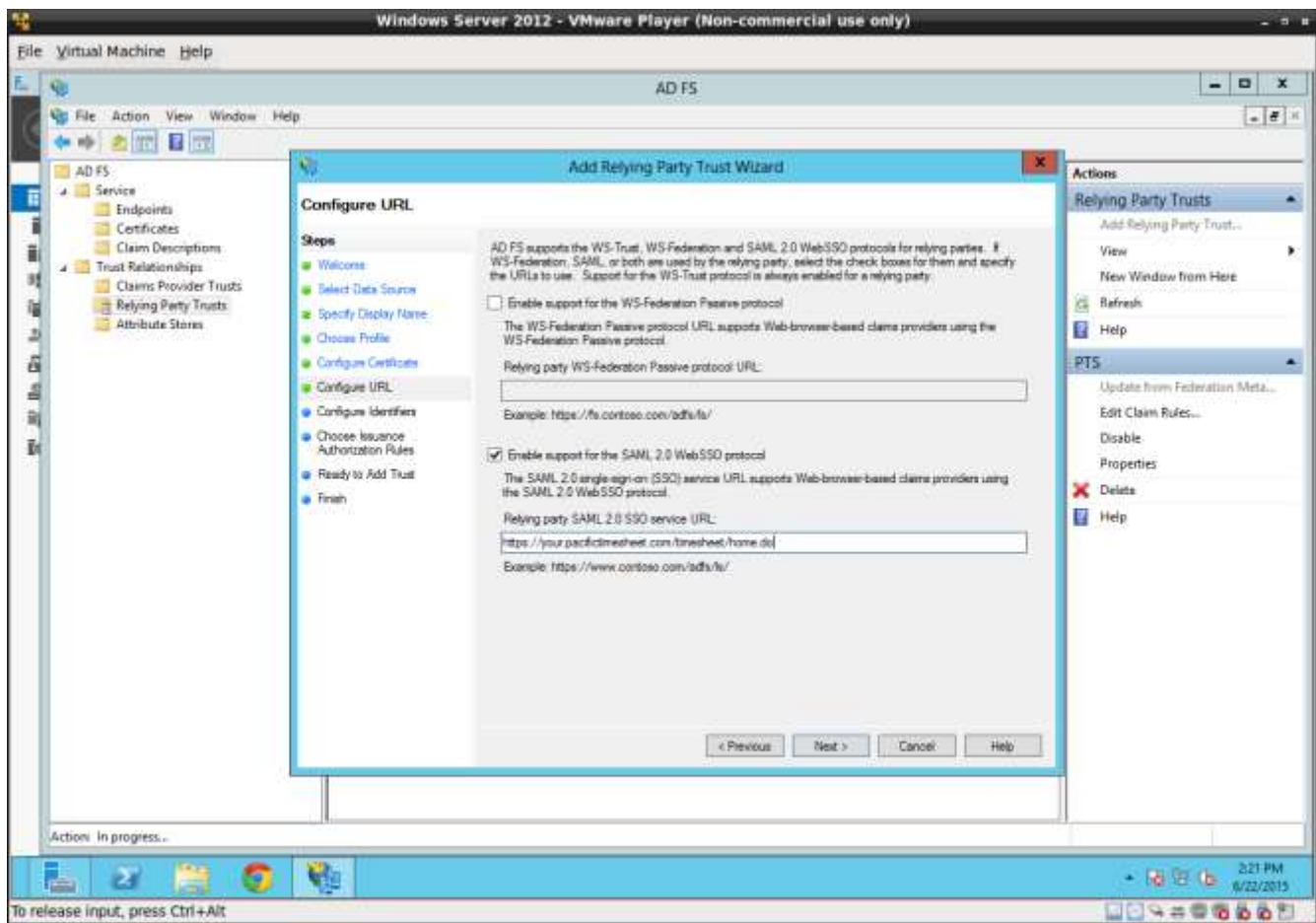


Select AD FS Profile

Select AD FS profile and press next.



Press next.



Enable SAML 2.0 Support

Select “Enable support for the SAML 2.0 WebSSO protocol”. Enter the service name for your Pacific Timesheet service end point and press next. In your case, you should enter the full end point URL assigned by Pacific Timesheet.

Cloud Service end point URL format

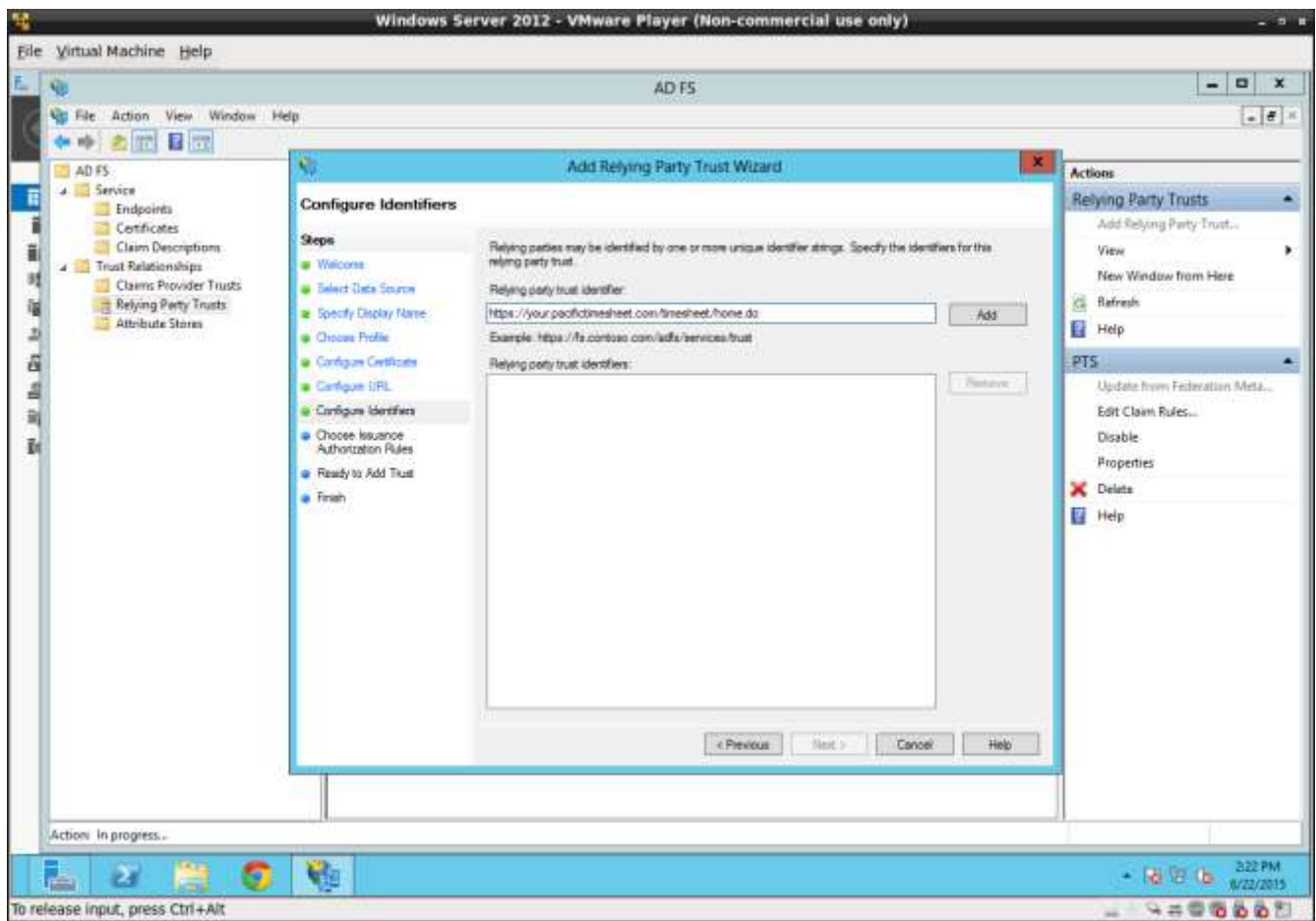
When using the Pacific Timesheet Cloud Service, this URL should have the format:

[https://\(subdomain\).pacifictimesheet.com/timesheet/home.do](https://(subdomain).pacifictimesheet.com/timesheet/home.do)

Where the subdomain is the full or shortened name of your company assigned by Pacific Timesheet.

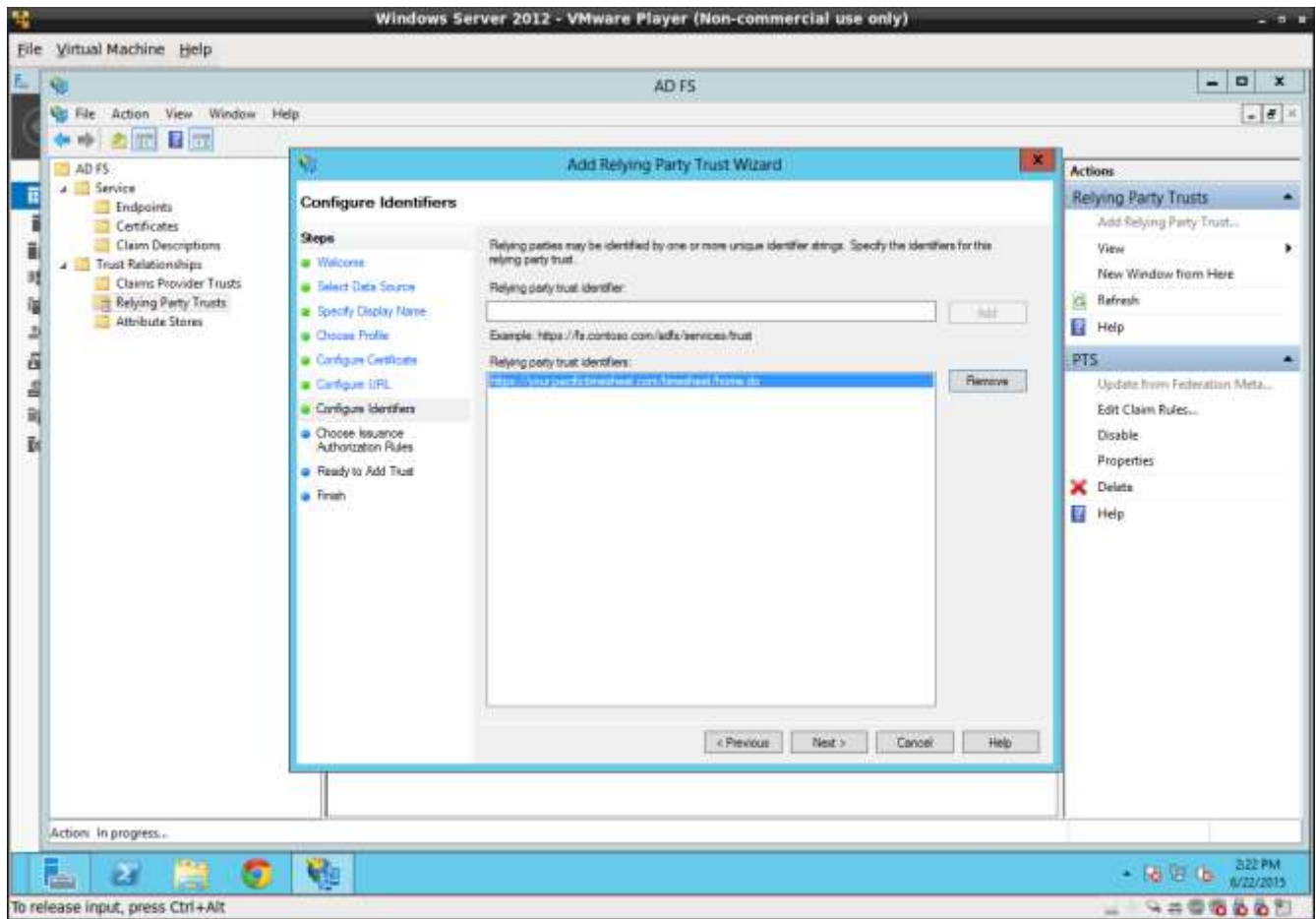
On-Premise end point URL format

This URL format is setup by your IT department which is hosting the Pacific Timesheet on-premise application. However, it should always end with: “/timesheet/home.do”



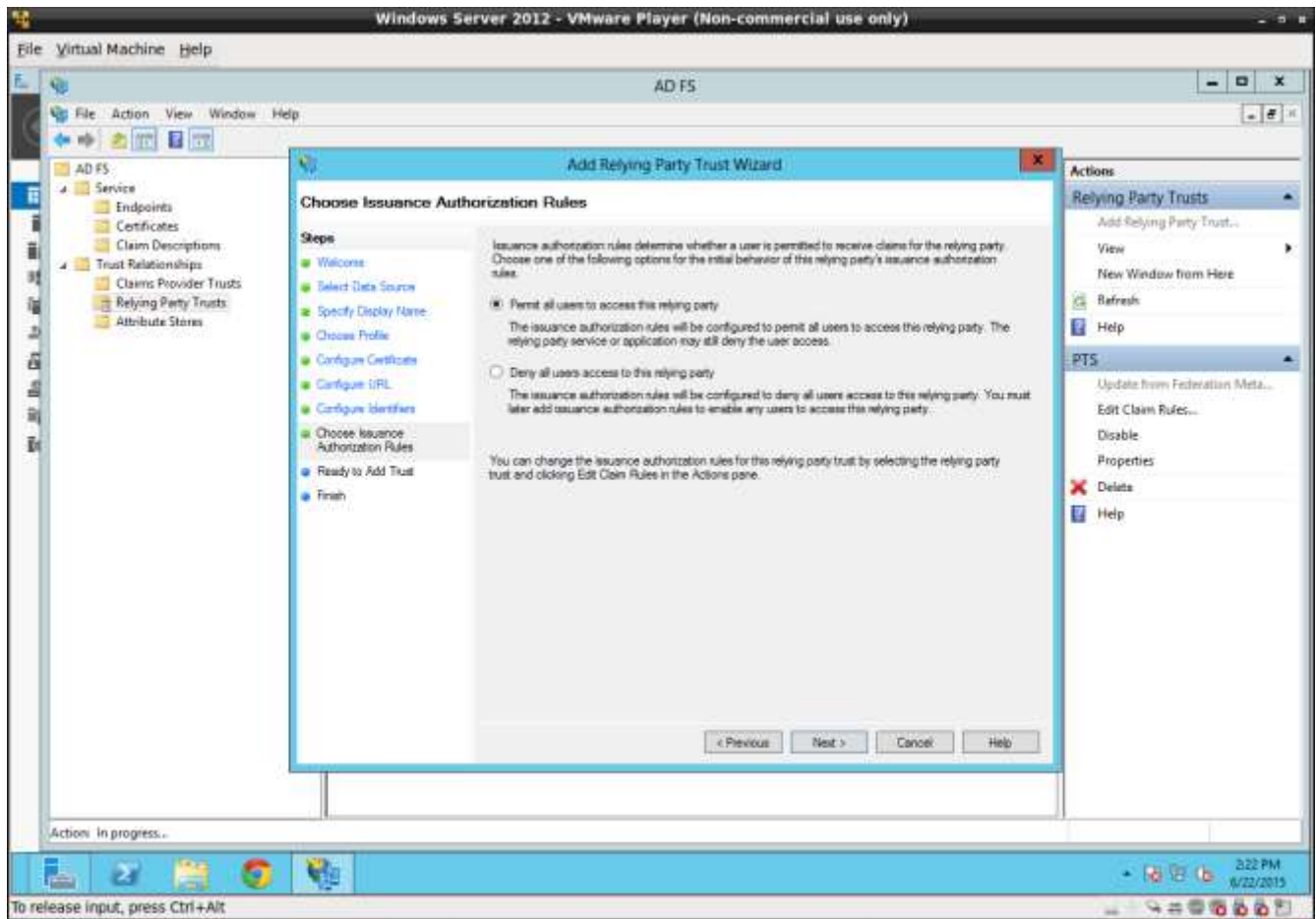
Enter Pacific Timesheet Service End Point

Enter the URL for the service (the Pacific Timesheet Service End Point) again and press the add button.



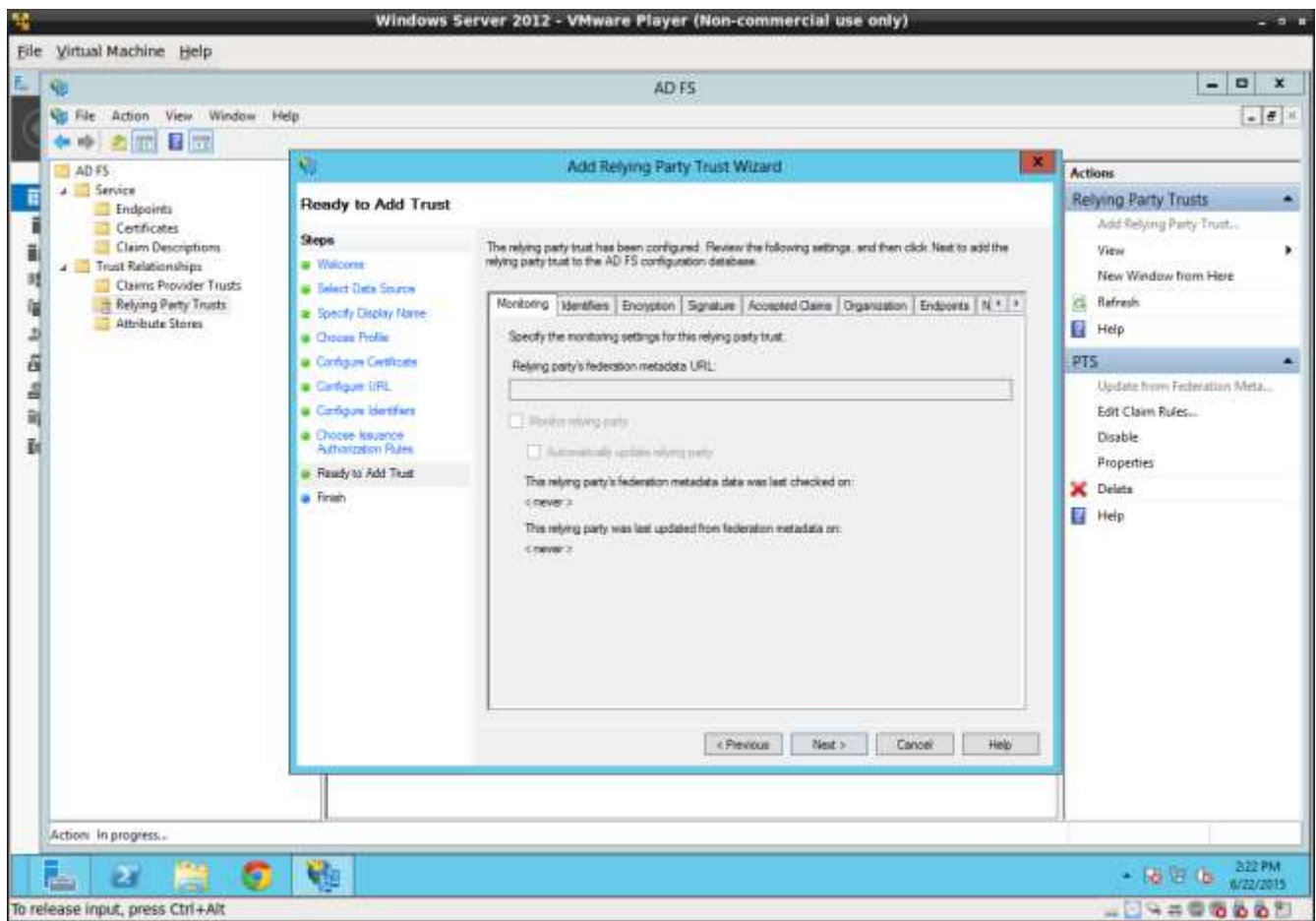
Next

Press the next button.



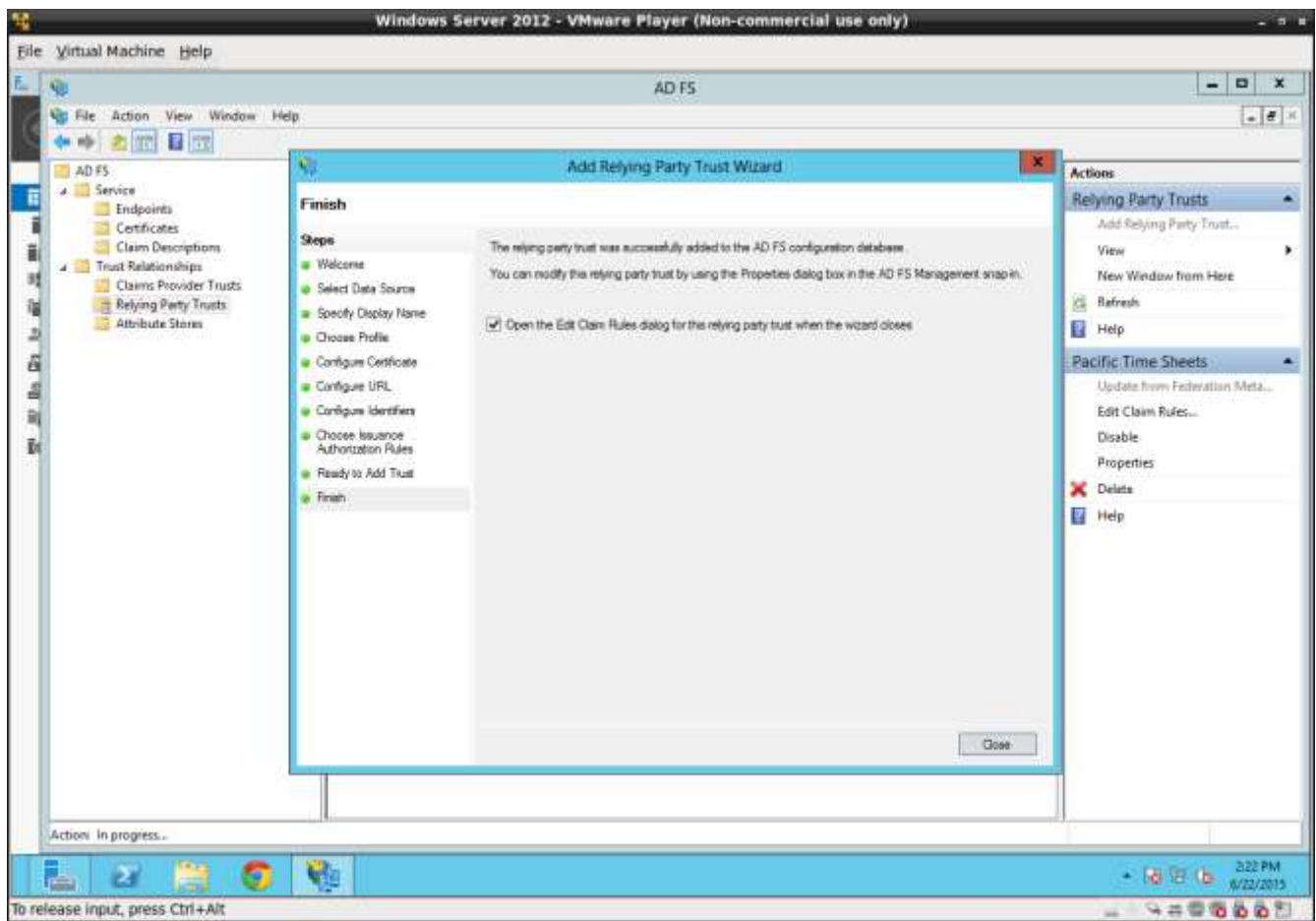
Set Permissions

Set the permissions and press next. This should be set to “Permit all users to access the relying party.”



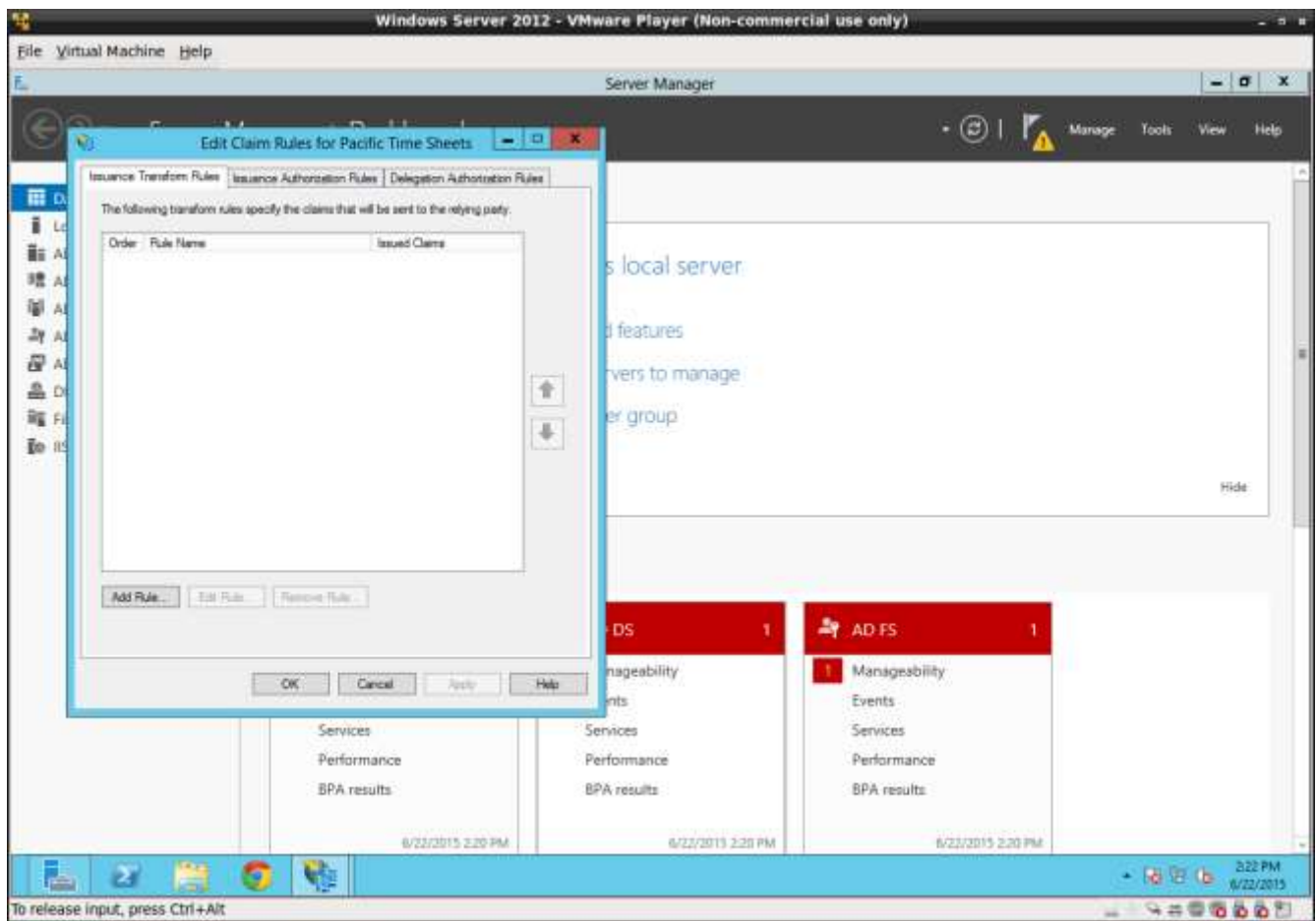
Review Settings and Press Next

Review the settings you have so far and press next.



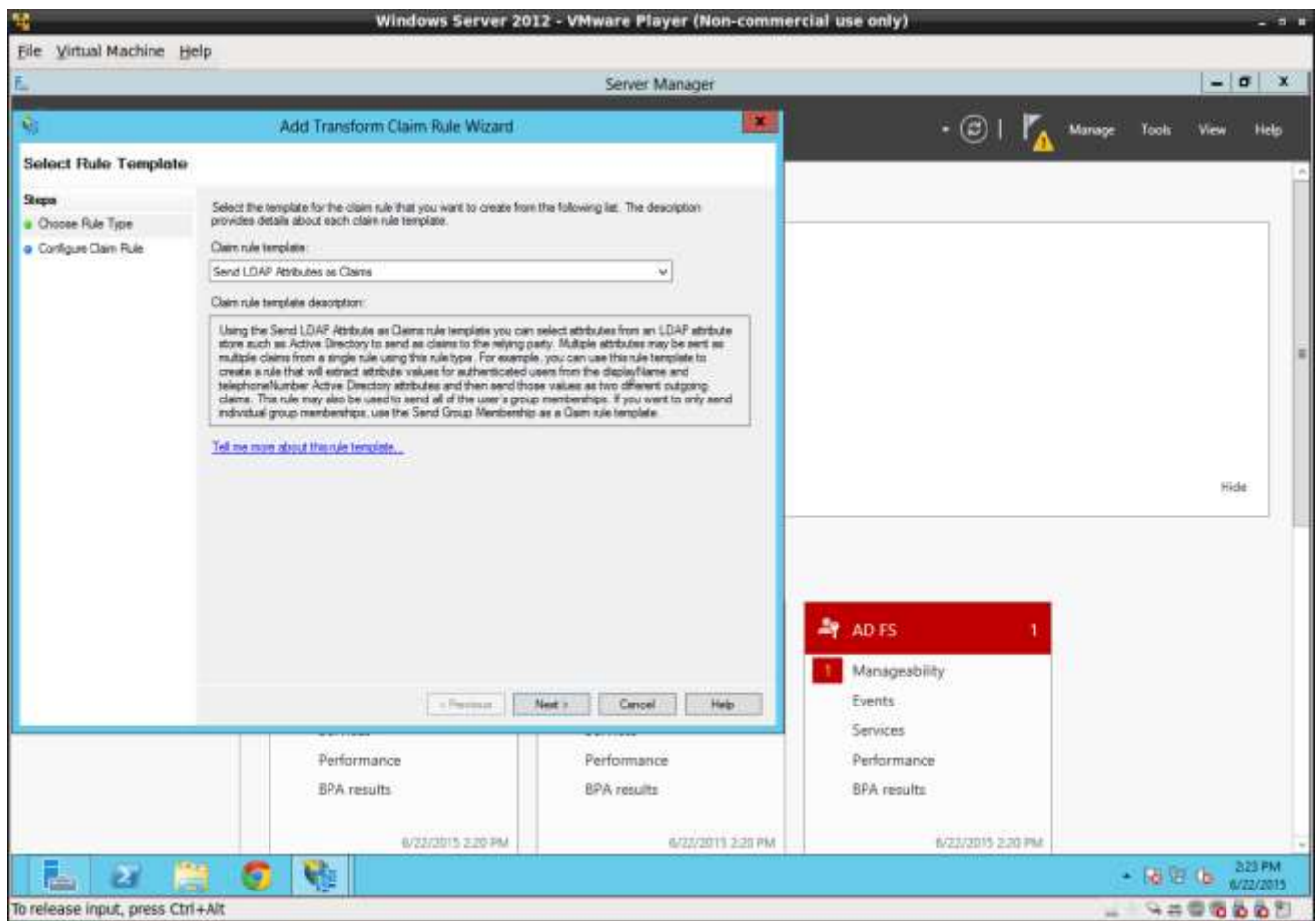
Close to Reach Edit Claims Rules Dialog

Press close. The edit claims rules dialog will then display.



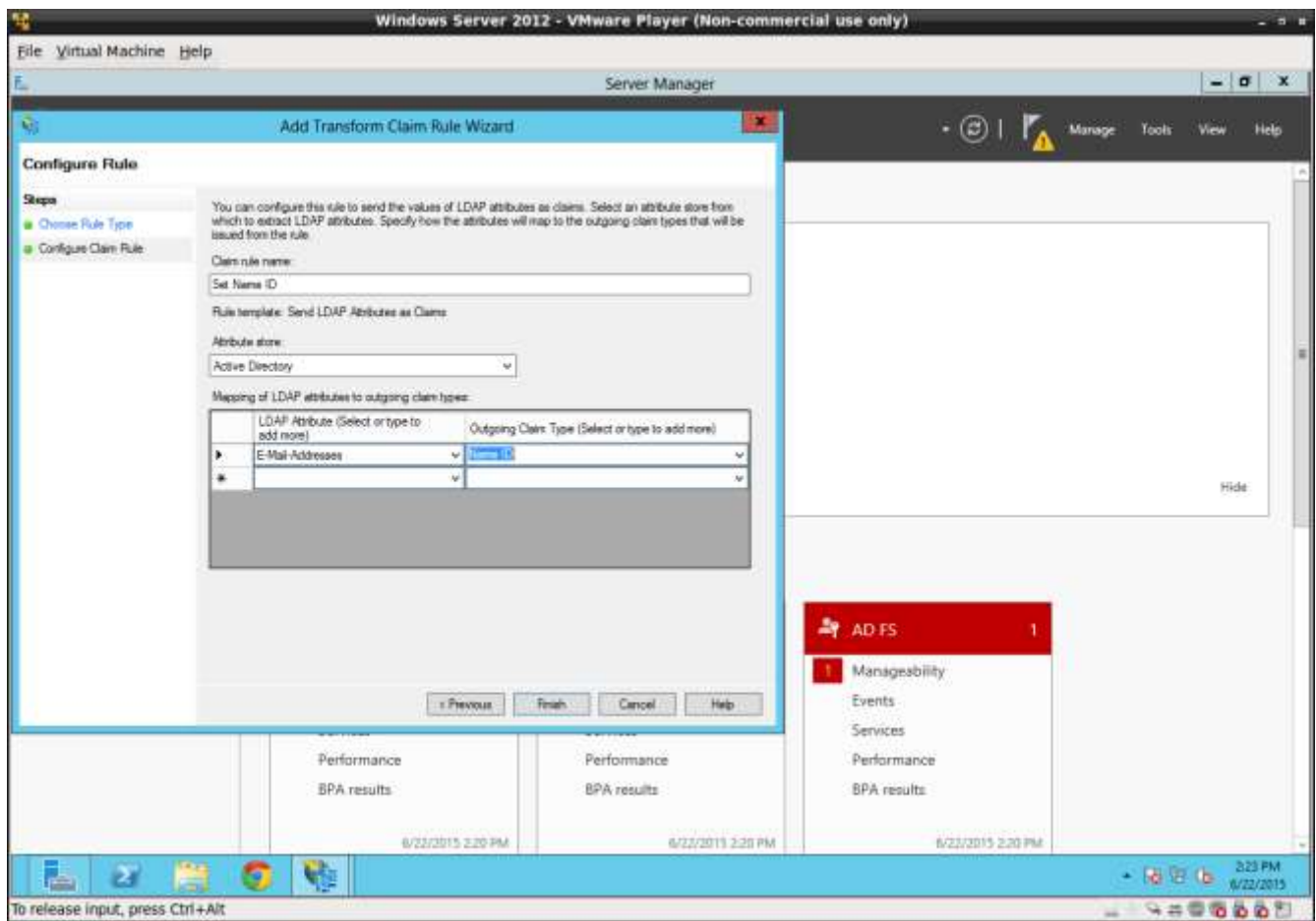
Add Rule

Press "Add Rule" to start claims wizard.



Next

This will set the system to the claim rule template "Send LDAP Attributes as Claims." Then press next.

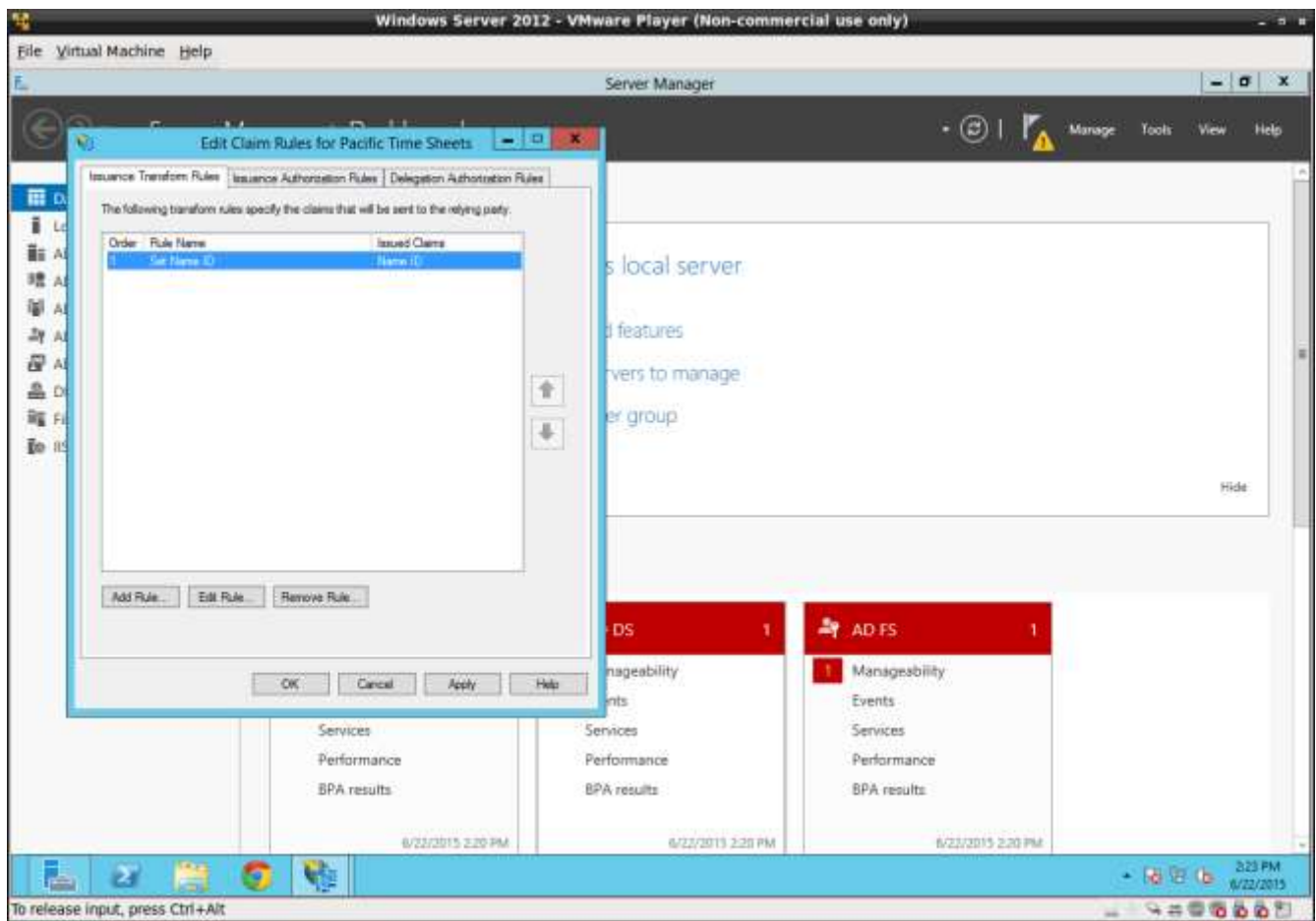


Enter Claim Rule Name

Enter in claim rule name.

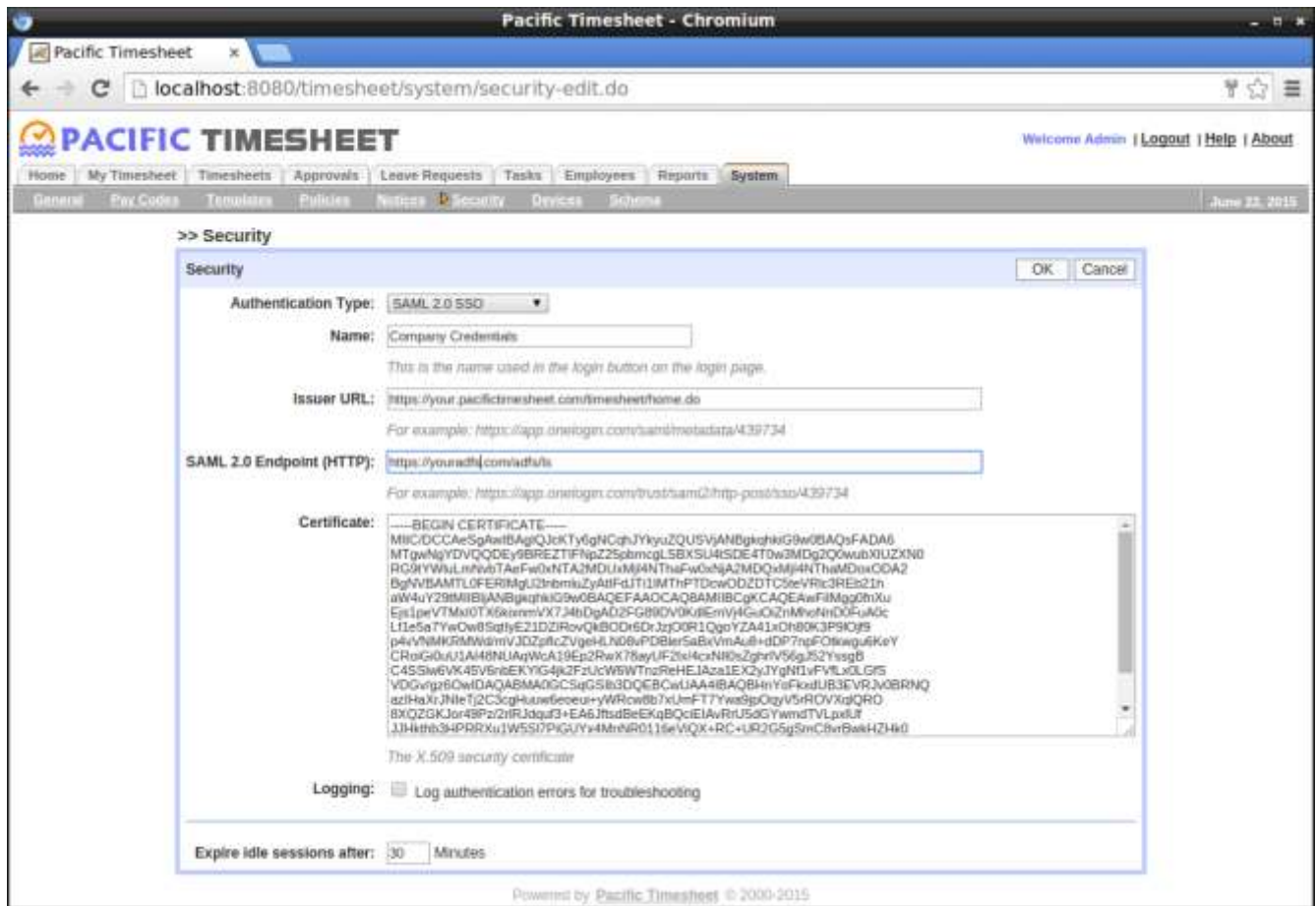
Set LDAP Attribute

Set LDAP attribute to E-Mail-Address and Outgoing Claim Type to "Name ID" and press finish.



Okay

Press OK.



Setup Pacific Timesheet SAML 2.0 Security Page

Log into Pacific Timesheet and navigate to system>security>authentication>SAML 2.0.

Now taking the information you gathered earlier along with the converted certificate, enter those values into the Pacific Timesheet security dialog.

Testing

You can now test AD FS SSO with Pacific Timesheet. Any active user with AD FS credentials will be able to connect with and use Pacific Timesheet.