

# Microsoft Azure Active Directory Integration: Customer Manager portal config

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## Description:

This article details the steps needed to configure an iPECS Cloud customer to sync with an Azure Active Directory and permit access to the Customer Manager or Customer User portals using a Microsoft Logon.

## Pre-Requisites:

Must complete the application configuration in [Microsoft Azure Active Directory Integration: Azure config](#) and receive the following from the Microsoft Azure AD (MS AAD) admin:

1. Application (client) ID
2. Directory (tenant) ID
3. Value of the Client Secret

## Programming:

**NOTE:** Each MS AAD account can ONLY be used once. Thus, if you have a manager who also has a user account, they MUST each use a unique MS AAD account.

Enabling MS AAD lookup.

1. All the configuration is done on a single screen in CM, located under 'Authority Setting', as MS AAD.
2. Click Modify,
  - Set the 'User Look-Up Usage' to 'Use',
  - Paste in the values received from the MS AAD admin.
3. Set the 'User Look-Up Period', frequency of the lookup can vary depending on how often changes are made to users there.
4. Finally, click Save and then it is recommended that the first sync be done manually, by clicking the 'One-time Sync.' button.

The screenshot shows the iPECS Customer Manager portal interface. On the left is a sidebar menu with the following items: Company, User, Call Manager, Status View, License Management, Call History, My Home Setting, Authority Setting, MS AAD (highlighted in blue), and My Information. The main content area is titled 'MS AAD' and contains the following configuration fields:

- User Look-Up Usage: Use
- Tenant ID: 43d42458-b9c9-4619-aa06-c8 (Registered in the Azure AD Portal)
- Client ID: c12be4c0-7943-4450-9b11-b35 (Registered in the Azure AD Portal)
- Secret Code: [Masked]
- User Look-Up Period: Everyday
- User Look-Up Execution Time: Hour: 02, Min: 00, Sec: 00

At the bottom right of the configuration area, there are four buttons: 'Modify', 'Save', 'Cancel', and 'One-time Sy'.

**NOTE:** Only the following fields from the MS AAD user are synchronized with the Company Directory.

- User Principal Name
- Object ID
- First Name
- Last Name
- E-mail
- Office Phone
- Mobile Phone

In the Company Directory, the way to determine which accounts have been synched from MS AAD, a 'sync' column has been added and the value will be Yes for these accounts.

## Assigning MS AAD account to an iPECS user.

This can fall under two categories.

New User - for this case, don't type a name, select the user from the drop down box labeled '-Direct Input-'

The screenshot shows a user creation form with the following fields:

- Extension \***: 27728
- Name \***: First name and Last name input fields.
- Site \***: Main (dropdown)
- Group Member Type \***:  Single site group members,  Multi site group members
- Portal ID \***: @cm1-vertical
- Password**: [Redacted]
- Confirm Password**: [Redacted]
- E-mail**: [Redacted]
- AAID ID**: [Redacted] **-- Direct Input --** (dropdown, highlighted with a red box)
- Package \***: -- Please select -- (dropdown)
- User Type \***: -- Please select -- (dropdown)

Existing User - For this case, it is recommended that the e-mail field be cleared if it does not match that in AAD as well as First name or Last name fields too, if those differ, then select the user from the '-Direct Input-' drop down.

## Assigning MS AAD account to an iPECS CM Manager account.

**NOTE:** For a Customer Manager (CM) login, this can only be assigned by the currently logged in Manager. E.g. they must set up their own ID.

The screenshot shows a user information form with the following fields:

- ID \***: rich@cm
- Name \***: rich (MAX 24 Character.)
- Email \***: @vertical.com
- Password**: [Redacted] (At least 8 characters, Max 15 characters.)
- Confirm Password**: [Redacted] (password match.)
- AAID ID**: [Redacted] **-- Direct Input --** (dropdown, highlighted with a red box)

Buttons: Modify, Save, Cancel