

# Admin App Guide for Okta SAML Integration

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## Prerequisites AML Background

Users that need to be enabled for SAML login will need an existing account and license on the Webcasts Platform.

## Supported Features

- IdP-initiated SSO

## Procedure

1. From the Okta Integration Network, search and install the "GlobalMeet Webcast Admin" app.
2. During the setup process, in the "General" settings, if you are using a custom subdomain to login on the Webcasts Admin, enter that value into the "Subdomain" field, otherwise enter "admin" and Save."

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3. Next, from the "Sign On" tab, click on Identity Provider metadata below the "View Setup Instructions" button. Copy this and email to your GlobalMeet SAML contact.

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4. Once your GlobalMeet SAML contact completes the integration, you will be provided with a "Default Relay State" value. On the "Sign On" tab, enter the provided Relay State value.

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5. On the "Application Username Format", select "Email" and save.

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6. Done! Now you should be able to login to Webcast Admin platform from the Okta User Dashboard.

## References

- <https://www.okta.com/integrations/globalmeet-webcast-admin/>
- [https://saml-doc.okta.com/SAML\\_Docs/How-to-Configure-SAML-2.0-for-GlobalMeet-Webcast-Admin.html](https://saml-doc.okta.com/SAML_Docs/How-to-Configure-SAML-2.0-for-GlobalMeet-Webcast-Admin.html)

## Non-Okta Customers

The workflow is same as Okta; however, setup steps will depend on what platform you are using. From your system we will need the following information or MetaData XML that contains these fields.

- IDP Sign in URL
- IDP Entity ID
- IDP Certificate
- Webcasts Subdomain you are currently using to login into the webcast platform. The default is admin.webcasts.com however you may have a custom URL such as

companyname.admin.webcasts.com

Once you provide the above information the configuration will be setup on your GlobalMeet account. We will provide you with a RelayState and Service Provide Consumer URL to complete your SAML SSO setup. Please note, we currently we only support integration where email is part of the NameID.

## FAQs

1. Will 2 Factor Authentication work with SAML SSO? **Yes**
2. Do we support Guest logins? **No**
3. Do we support Encrypted Assertions? **No**
4. What is required information for configuration?

**GlobalMeet Subdomain:**

**Metadata containing following items.**

**IDP Sign In URL:**

**IDP Entity Id:**

**IDP Certificate:**

5. What happens if there are multiple users with same email?

**SAML login will fail. SSO only allows a unique email.**

6. What happens if a user's email is assigned to both an Admin account and Guest Admin account? **The user will be logged in with the Admin account.**
7. Reasons why SAML would fail?
  - ○ Mismatching IDP SSO, EntityID, Certificate.

- Invalid Relay State
- The user trying to login is not under same License as configured in the setup.
- Multiple usernames associated with the email.
- Trying to pass Encrypted assertion.
- Username passed as nameidentifier instead of email.

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