xerox

Xerox® Workplace Suite 5.1
Single Sign-On for Apps
Quick Start Guide

Overview

The Xerox® Workplace Suite and the App Gallery Connect for Apps have teamed up to offer users the ease and convenience of Single Sign-On (SSO) at the device.

Xerox® Gallery Apps support Single Sign-On at locations running the Xerox® Workplace Suite on Xerox® ConnectKey® Technology-enabled devices, Xerox® AltaLink® devices, and Xerox® VersaLink® devices.

Xerox® Gallery Apps are applications that provide additional functionality to supported Xerox® devices. Xerox® Gallery Apps that support Single Sign-On are readily available on sites running the Xerox® Workplace Suite and an account at the Xerox® App Gallery. You can purchase and install apps directly from the App Gallery Web Portal. To simplify your experience, instructions guide you through the purchase process.

Refer to the *Xerox® Gallery Apps Quick Start Guide for Single Sign-On* for details on using the Apps.

Guidelines for Workplace Suite Single Sign-On

- To enable the Single Sign-On feature, ensure you have a Print Management Workflow license.
- Before using Single Sign-On, authenticate Workplace Suite Print Management on the printer.
- To use Single Sign-On, users are required to authenticate on the printer before they select the Single Sign-On enabled App.
- To retrieve the Publisher email address, go to the Xerox Gallery App website.

Purchasing and Configuring Single Sign-On for Gallery Apps

Important

Ensure that a Xerox® Workplace Suite Administrator performs the following procedures. If you do not have Xerox® Workplace Suite Administrator permissions, contact the appropriate administrator to perform these steps to configure the Single Sign-On feature.

1. Log in to the **Workplace Suite Administrator** web page.
2. Go to **Company** > **Settings** > **Single Sign-On.**
3. Click **Enable Single Sign-On**.
4. If your newly purchased app does not appear in the list, select **Action** > **New.**
5. Fill in these fields: **App Description**, **Publisher**, and **Publisher's Email**, **App ID**, and **Redirect URL**.

To view this information, go to **App Gallery** > **App Details.** The information appears in the **Description** field. If this information is not available, contact the App Publisher.

6. To send an email request to the App Publisher to exchange Public Keys, click **Send.**

   - The App Publisher responds to your email and sends the required Public Key to the Xerox® Workplace Suite Administrator.
   - The App stays in **Pending** state until the Xerox® Workplace Suite Administrator enters the Public Key for the App.
   - When the Single Sign-On feature is enabled on Apps, users can use Single Sign-On when they log in.

   Note

   If a user does not agree to use Single Sign-On for an App, the Single Sign-On User Agreement will not reappear on the screen. If a user plans to add their Single Sign-On credentials at another time, select **Not Accepted**. This prompts the Single Sign-On User Agreement message to appear the next time the user logs in.

   If the system cannot access or verify the user's stored authentication data, the next time the App is launched, the user is prompted for their repository credentials.

Requesting or Exchanging a Public Key

Note

When a user requests a new Public Key, the Single Sign-On enabled App stops working, but the user's stored authentication data is not deleted.

To receive a Public Key, follow these steps:

1. To initiate the request for a new Public Key, log in to the Workplace Suite Administrator web page.
2. Go to Company > Settings > Single Sign-On.
3. To request a new Public Key, select the Single Sign-On enabled App.
4. Click Actions > Exchange Keys. The Public Key request is sent to the App Publisher.

Clearing Single Sign-On Authentication Data

1. To delete Single Sign-On Authentication data, the user logs in at the Workplace Suite User Portal web page.
2. Click **Username** in the upper right corner of the screen.
3. To open the User Profile, click **Profile**.
4. Select the App to clear the user data.
5. Select **Actions > Reset**. The user's authentication data is deleted for the selected App.

Troubleshooting

If you don't see the Single Sign-On prompt when selecting the App, some things to verify:

- The user logged in to the Printer using Workplace Suite Authentication.
- Authentication is Enabled on the Printer.
- The Public Key from the App Publisher has been entered for the associated App.
- The Re-Direct URL is correct.
- The App ID is correct.

Support

Online Help and Documentation

To access the Workplace Suite knowledge base, click the link:
https://www.support.xerox.com/support/xerox-workplace-suite/support/enus.html

To access the Workplace Suite documentation, click the link:
https://www.support.xerox.com/support/xerox-workplace-suite/documentation/enus.html

Customer Support Forum

For access to the customer support forum, click the link: http://forum.support.xerox.com/

Supported Xerox® Devices

For a list of supported Xerox® devices, click the link: https://www.xerox.com/en-us/connectkey/apps