Azure Active Directory Setup Guide

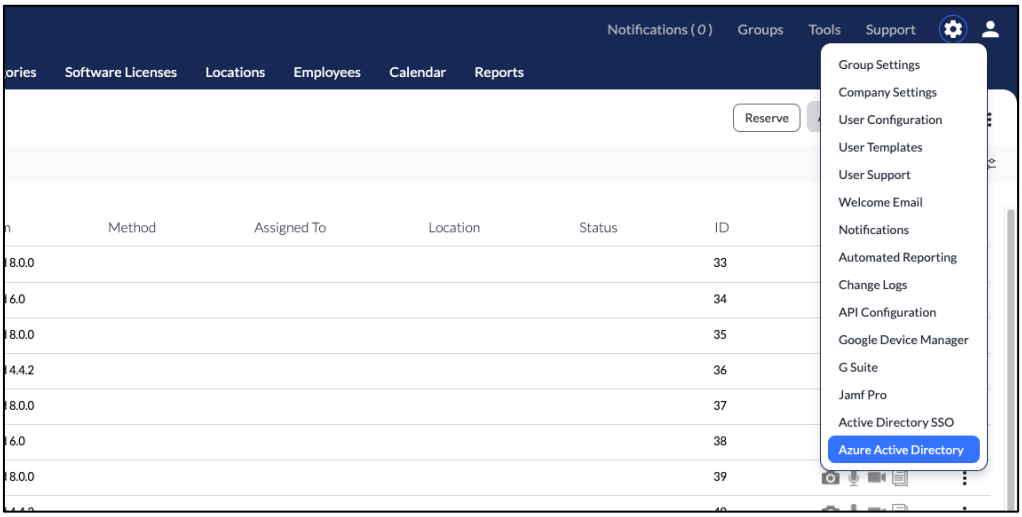
This guide will help you successfully integrate Azure Active Directory with Asset Panda.

NOTE: You will be copying and pasting values between Azure and Asset Panda during this integration. It is recommended that you paste all values into a text (.txt) file so you do not lose them in the event of a system timeout.

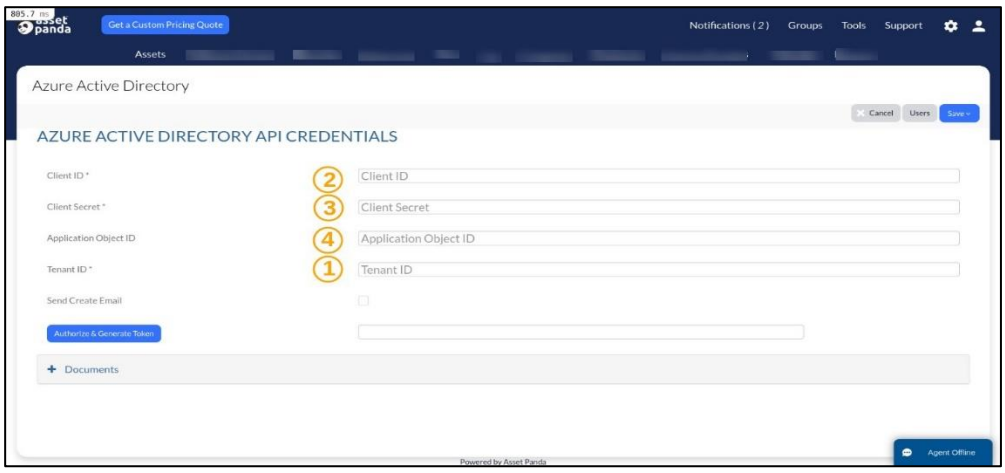
Login to Accounts

AssetPanda

1. Open a new tab, and then navigate to Asset Panda at [https://login.assetpanda.com.](https://login.assetpanda.com)
2. Log in to your account, click the Settings icon, and then select **Azure Active Directory**.

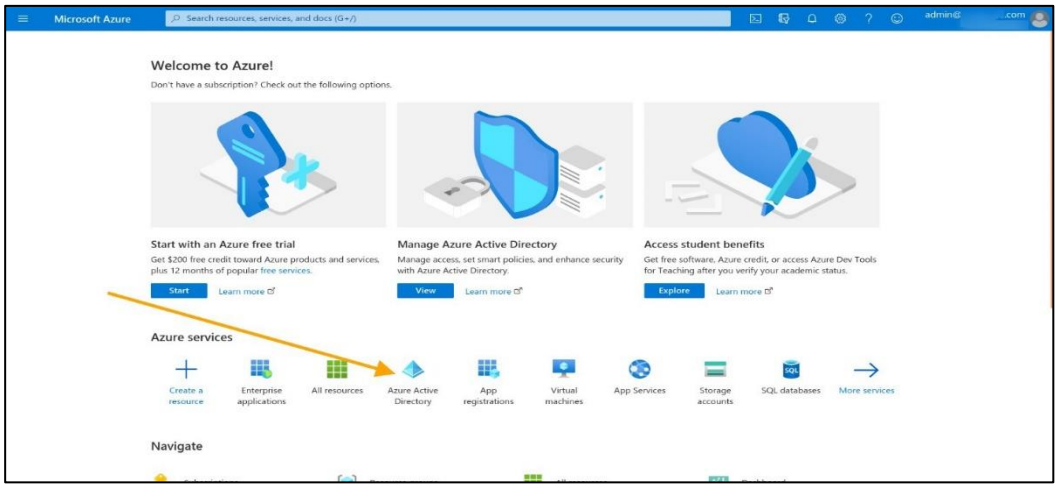


3. The **Azure Active Directory API Credentials** page displays. Keep this page and tab open, as you will refer to it again throughout the following steps.



Microsoft Azure

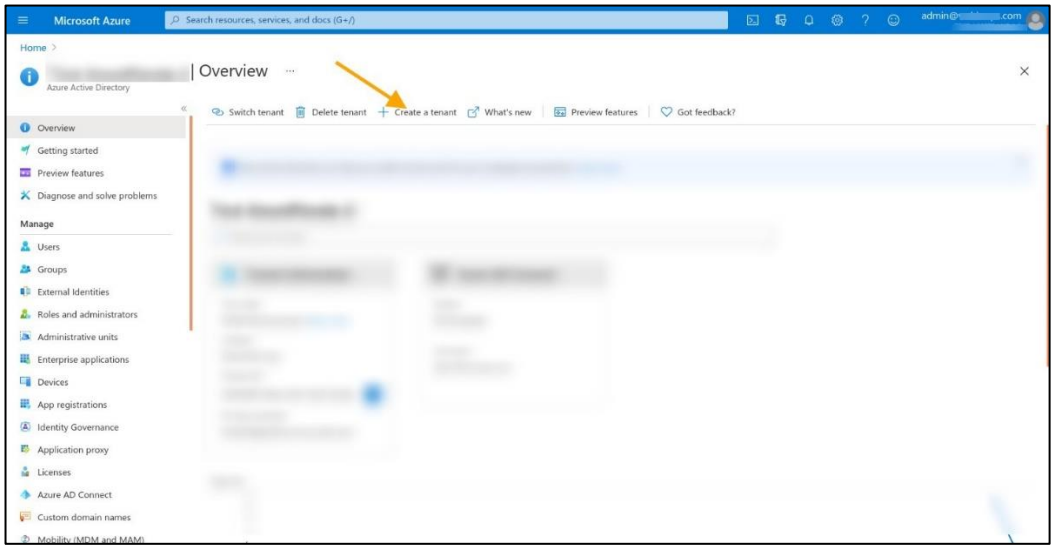
1. Open a second tab, and then navigate to Azure at https://portal.azure.com.
2. Log into your account, and then click **Azure Active Directory**.



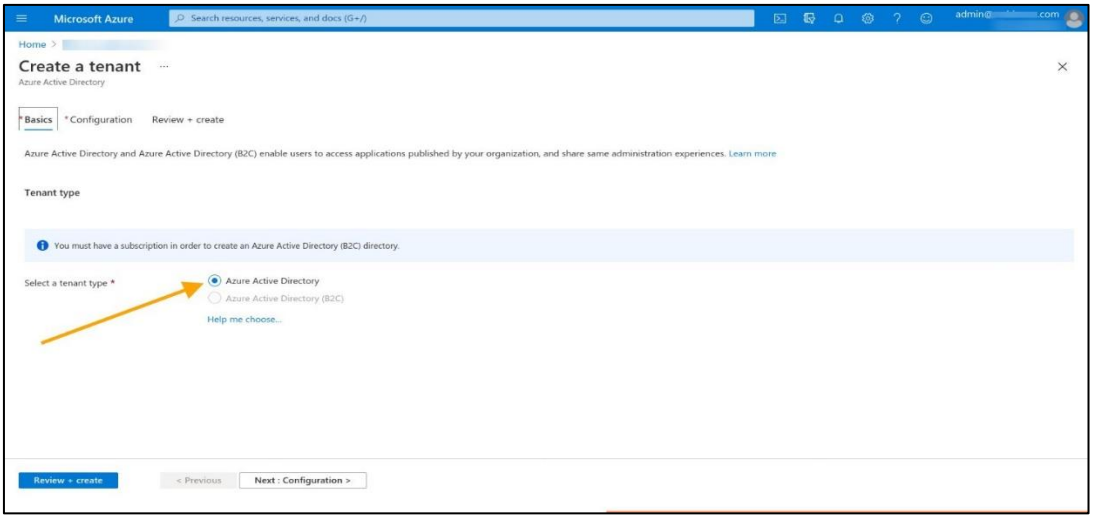
Create Tenant

You must first create a tenant within Microsoft Azure. If you have existing tenant, skip to the **View Tenant** section. To create a tenant:

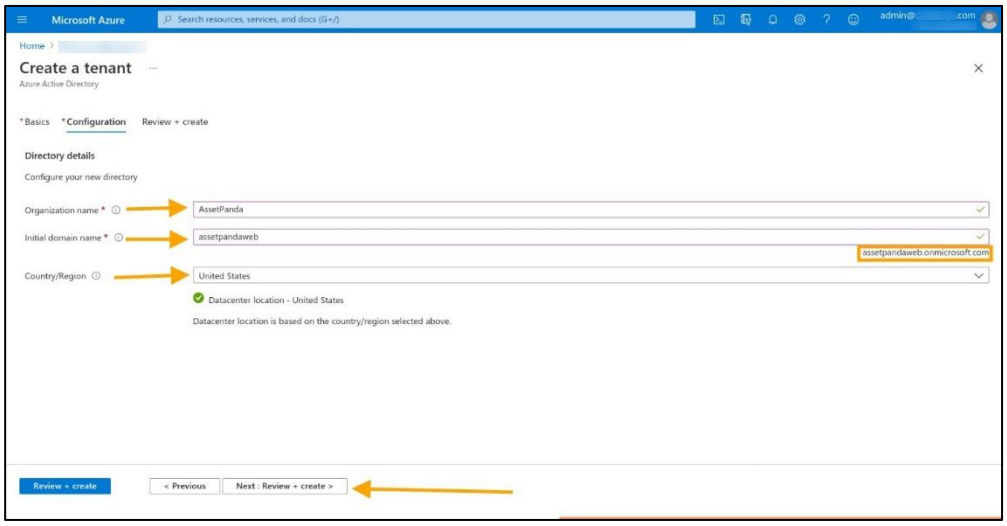
1. Select **Create a tenant**.



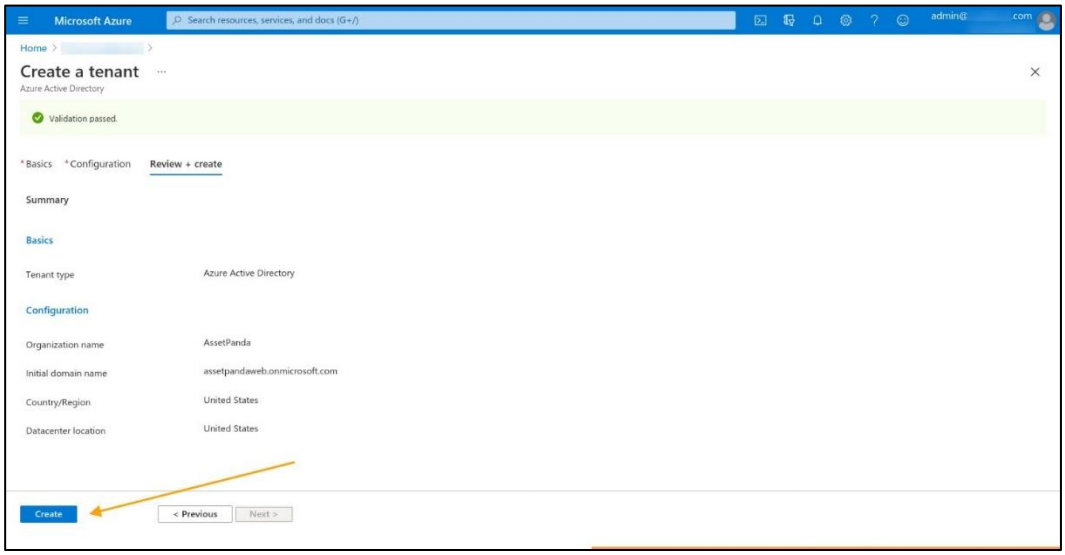
2. Select **Azure Active Directory**.



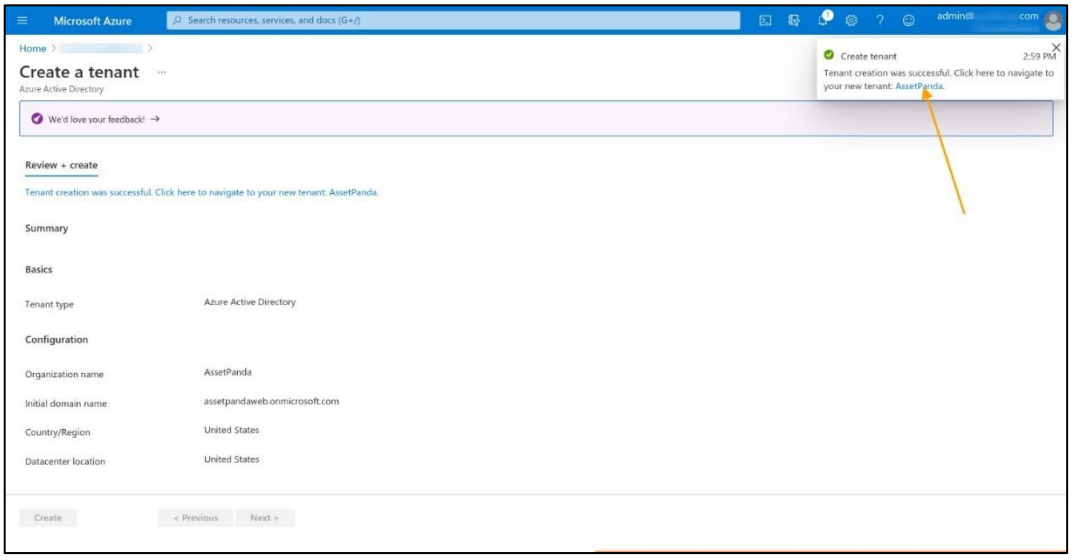
3. Click the **Next : Configuration** button.
4. Enter your organization-specific information into the following fields:
    - Organization name
    - Initial domain name
    - Country/Region
5. Click the **Next : Review + create** button.



6. Click **Create**.

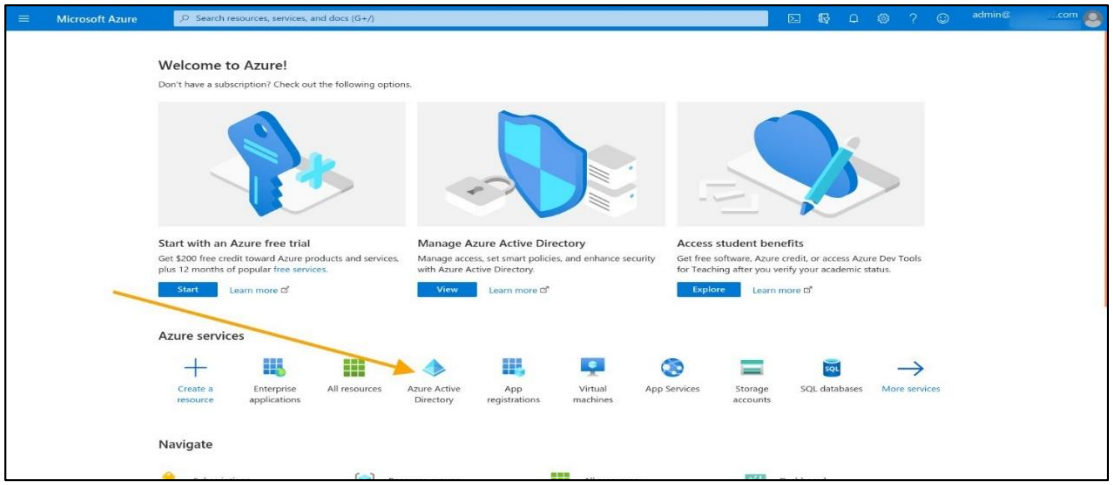


You will receive a success message once the tenant is successfully created.
NOTE: This process may take a while.

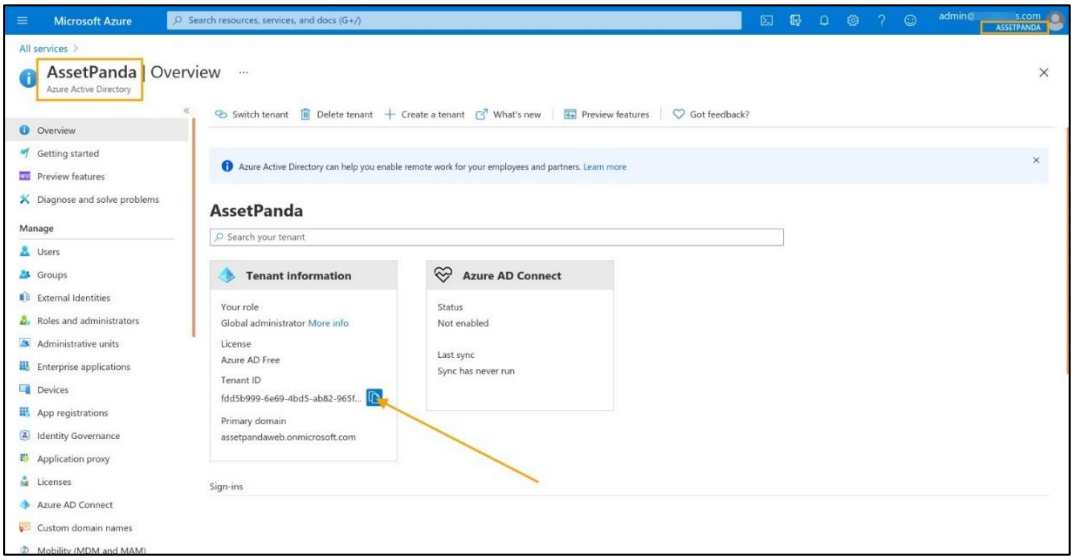


View Tenant

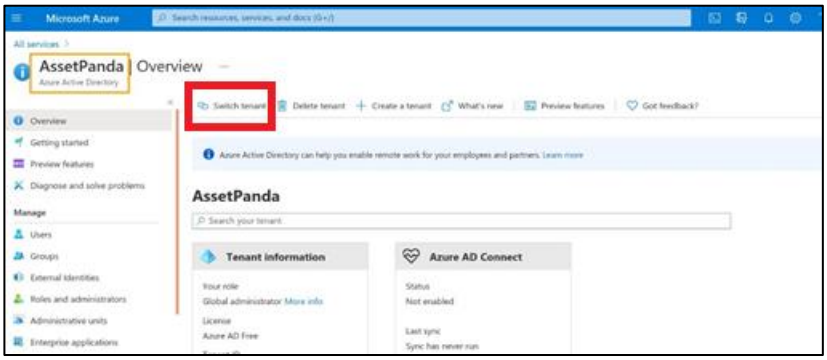
1. Navigate back to or log into your Azure Account. (If you're already logged in, click **Home**, located within in the top, left corner of your screen.)
2. Select **Azure Active Directory**.



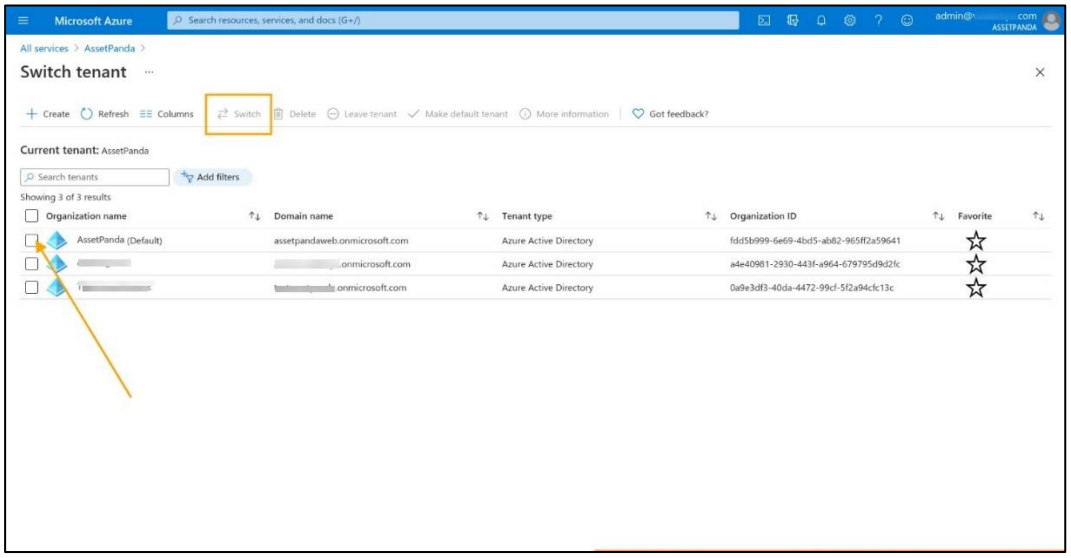
Your default **Tenant Information** displays.



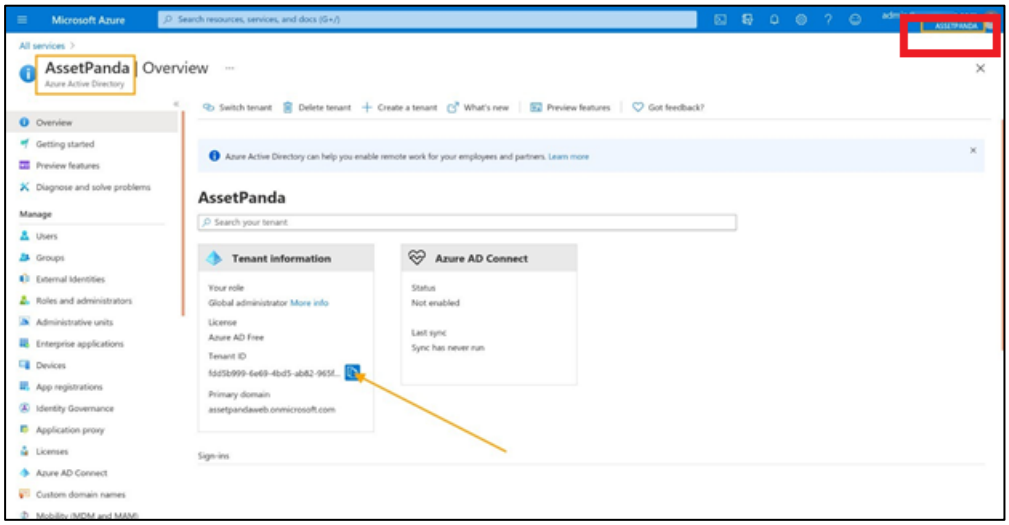
3. Click **Switch Tenant** if you would like to use a different tenant, and then select a tenant from the list.



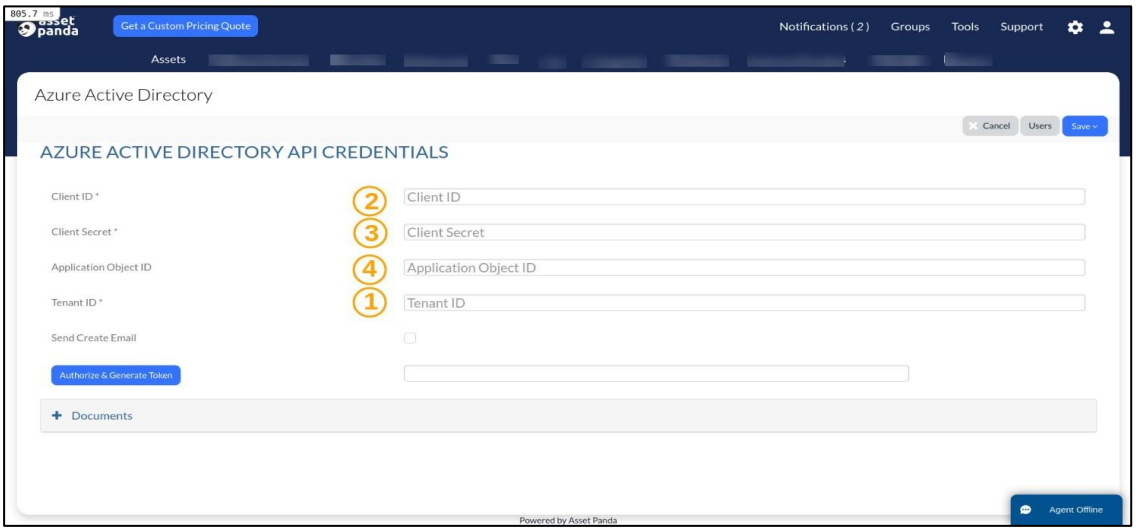
4. Click **Switch**.



5. Verify the tenant name (located in the top, right corner below your email id).
6. Click the copy icon to copy the **Tenant ID**.

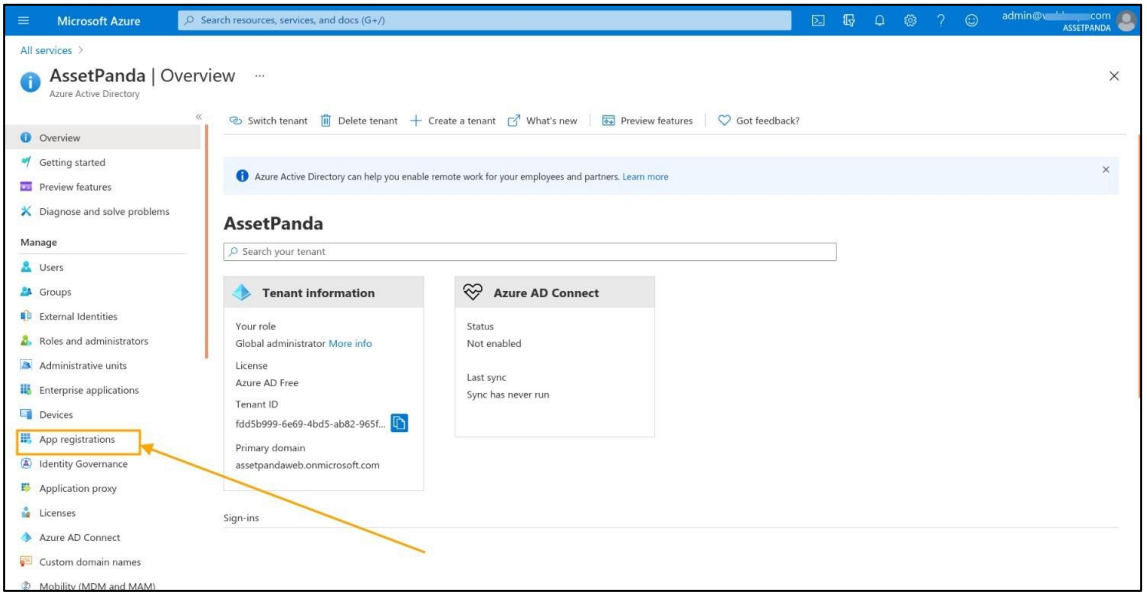


7. Navigate back to Asset Panda, and then paste the Tenant ID into the **Tenant ID** field (#1).

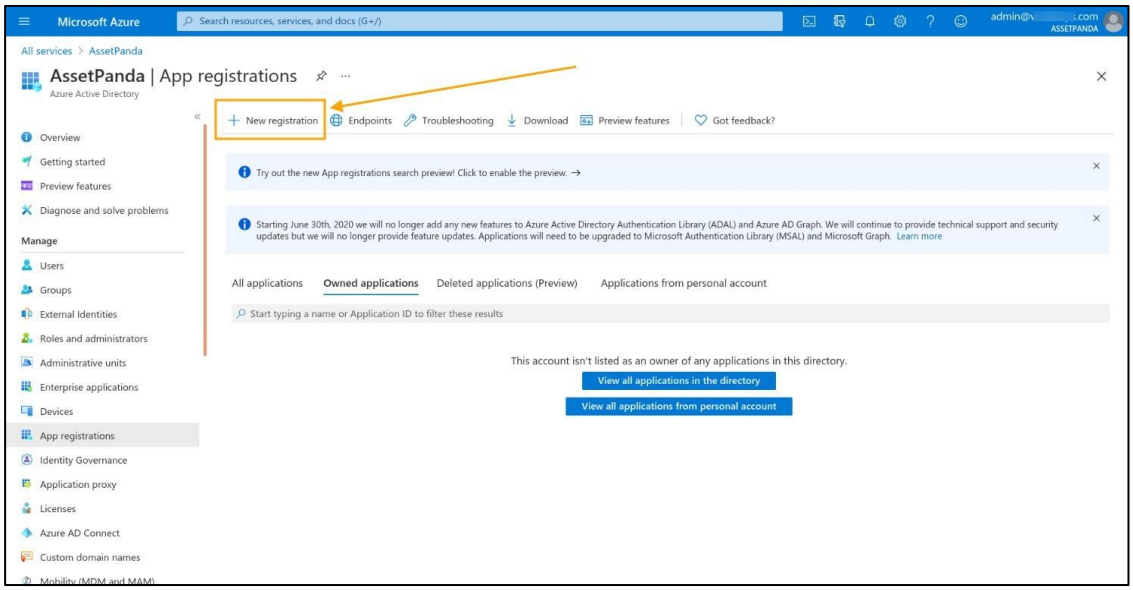


App Registration

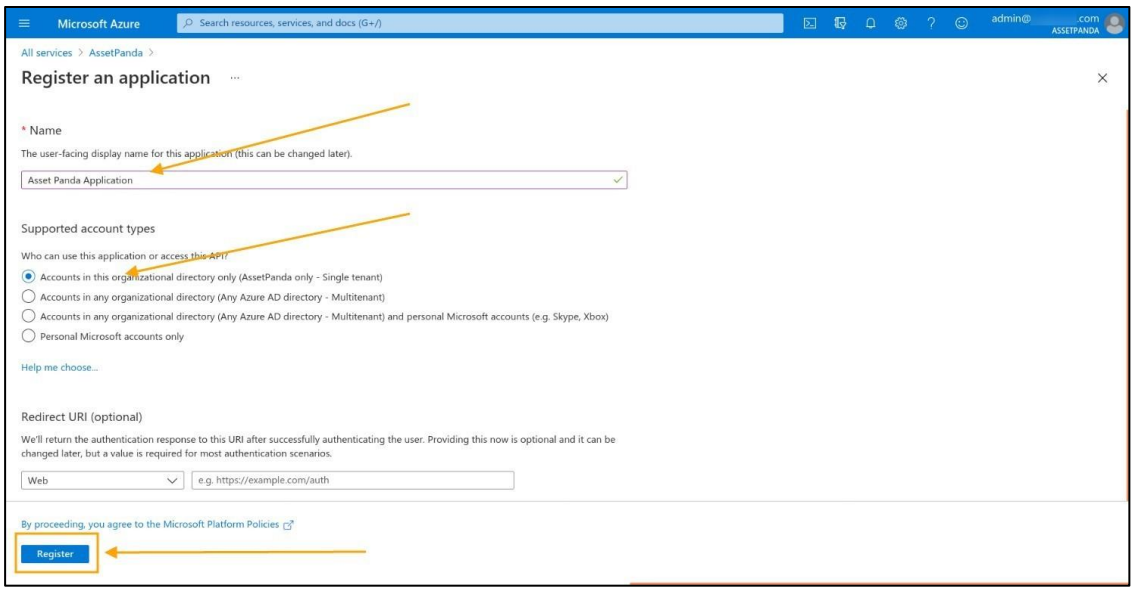
1. Navigate back to your Azure account, and then click **App registration**.



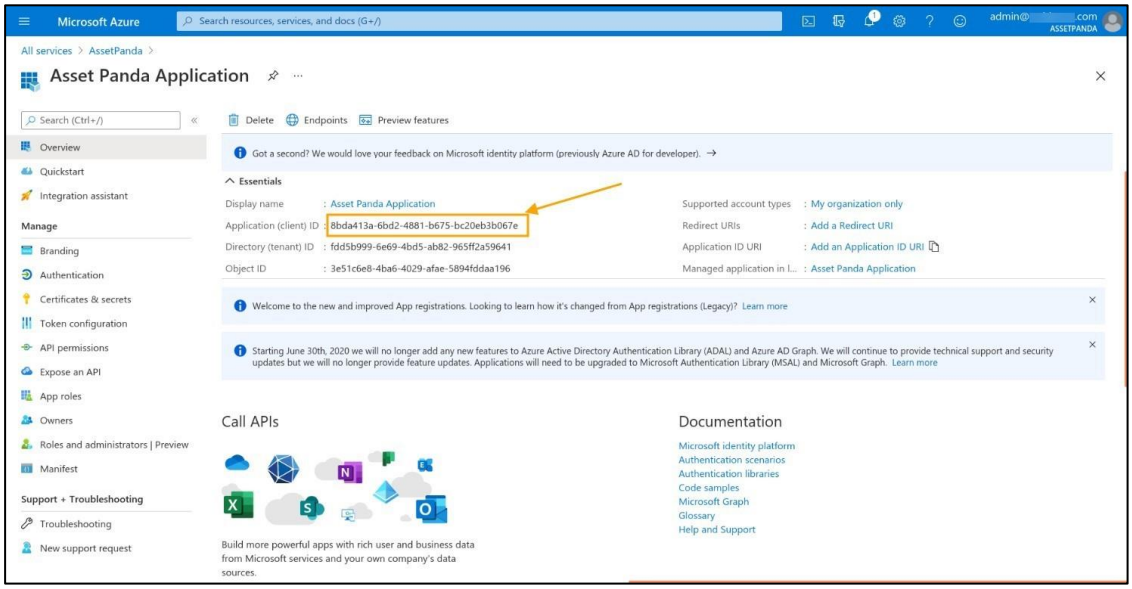
2. Click **New registration**.



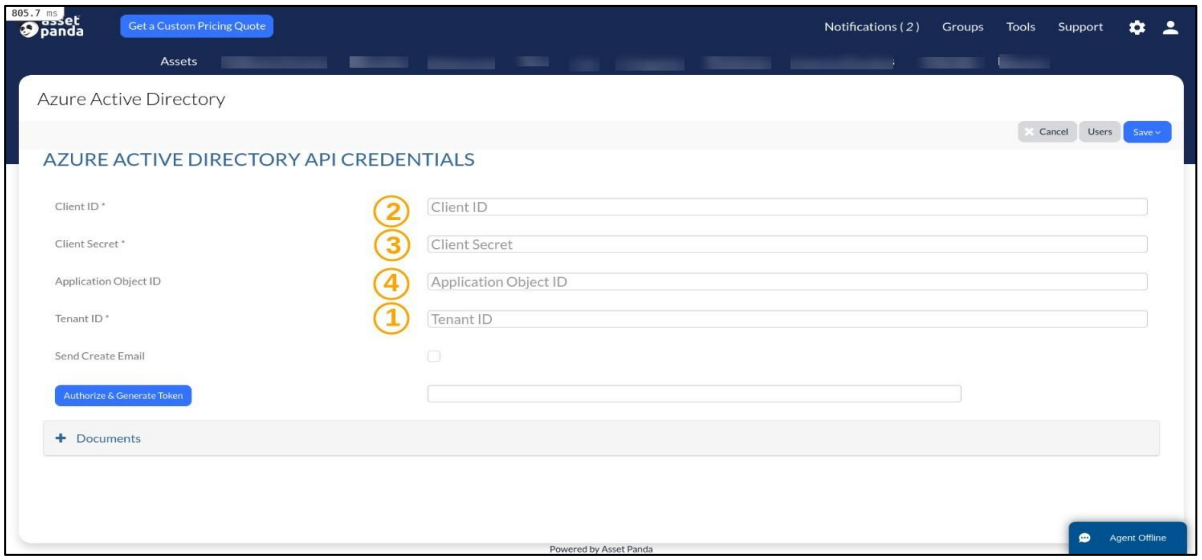
3. Complete the following fields:
    - Name
    - Supported account types – Select **Accounts in this organizational directory only (AssetPanda only – Single tenant)**
4. Click **Register**.



5. Copy the **Application (client ID)**.



6. Navigate back to your Asset Panda account, and then paste the **Application (client ID)** into the **Client ID** field (#2).

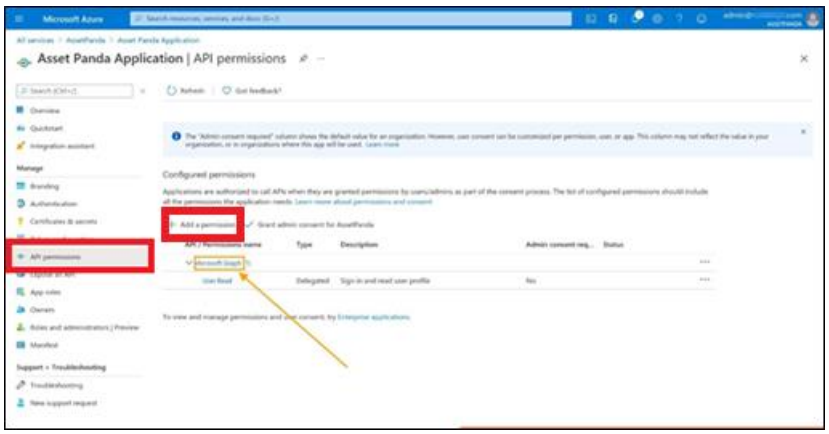


Add API Permissions

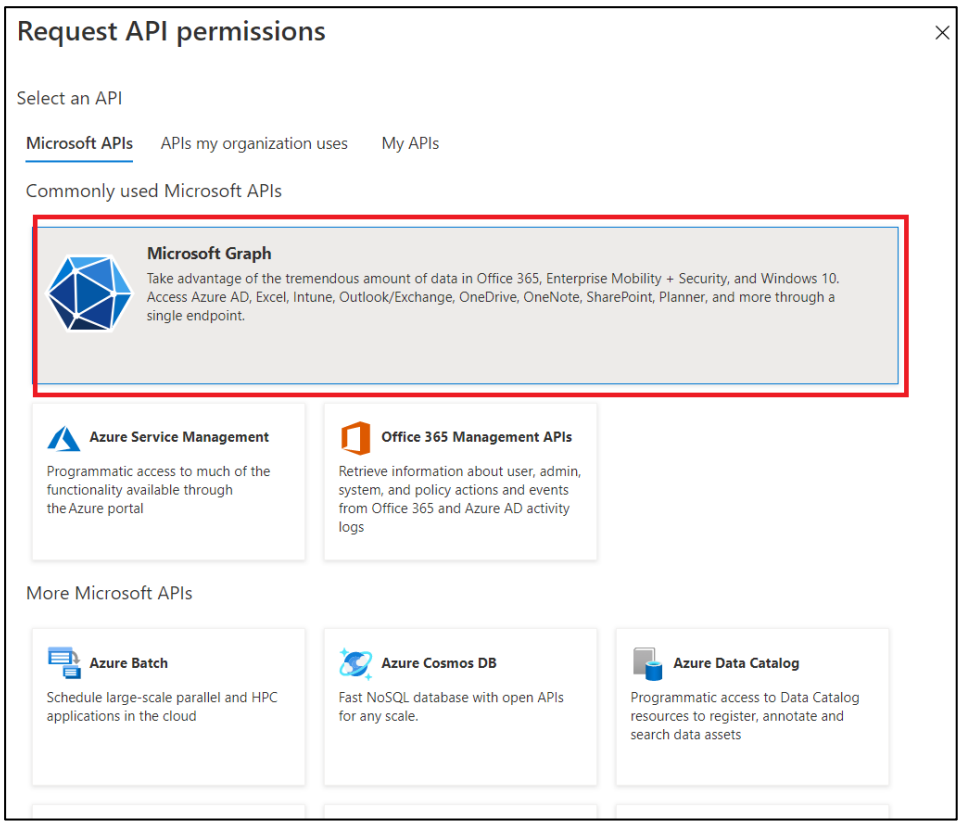
Complete the following steps to add your API permissions.

1. Navigate back to your Azure account.
2. Click **API Permissions**.
   The **User Read** permission should already be contained within the list.

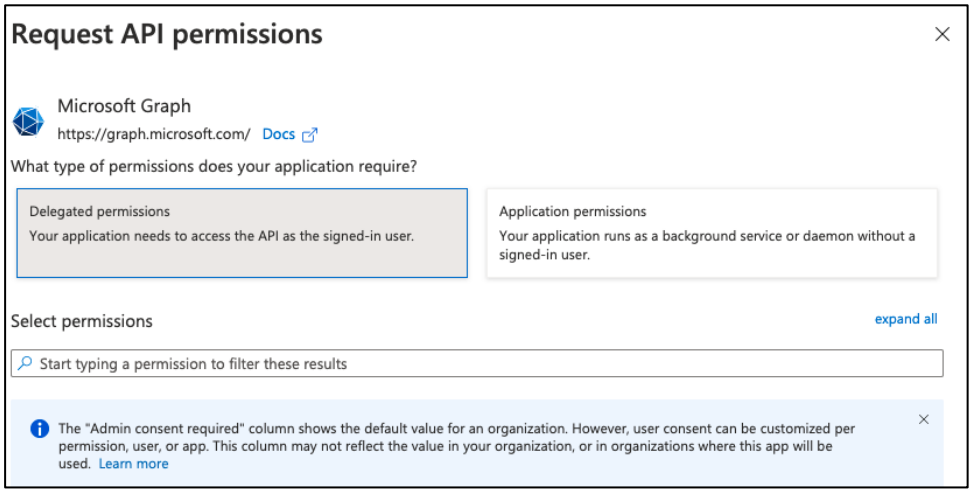
3. From the **Configured permissions** section, select **Add a permission**.



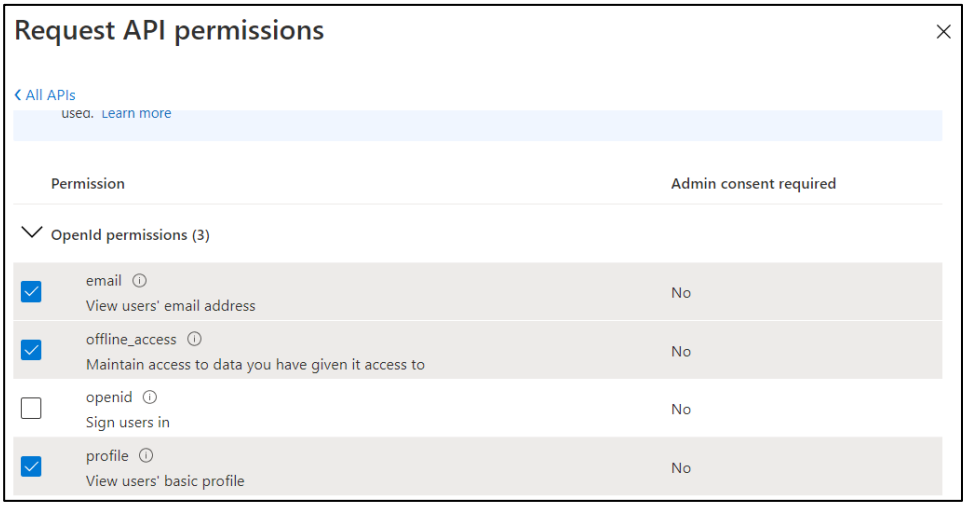
4. From the **Request API permissions** page, select **Microsoft Graph** to add more permissions.



5. Select **Delegated permissions**.

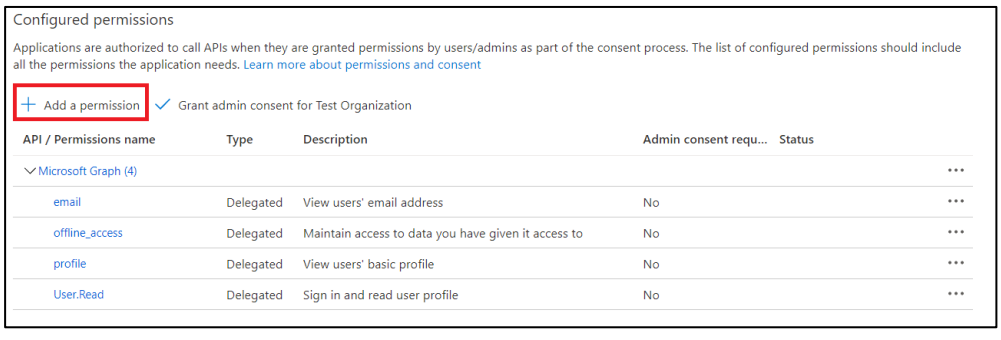


6. Expand **OpenId permissions**, and then select the following values:
   - email
   - profile
   - offline_access

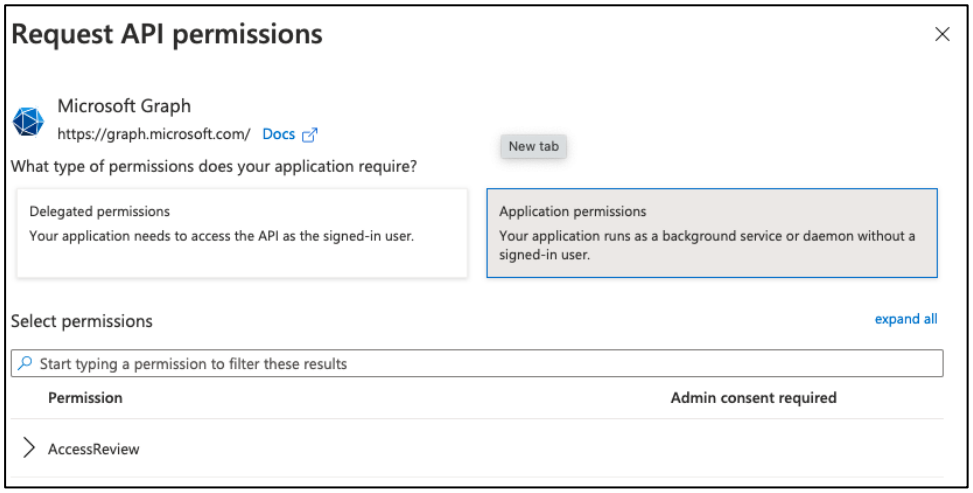


7. Click **Add Permissions**.
   The Configured permissions section displays again.

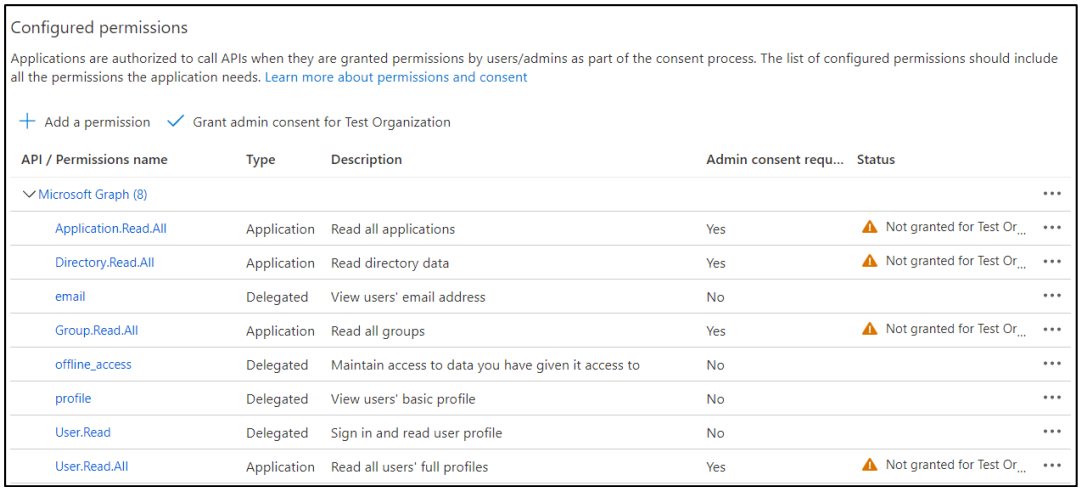
8. Click **Add a permission** to add more permissions.



9. Select **Microsoft Graph** again, and then select **Application permissions**.

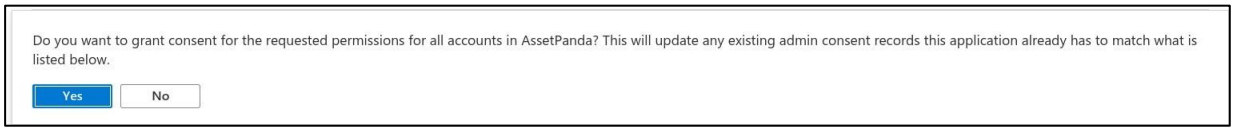


10. Navigate to **Group**, expand the menu, and then select:
    - Group.Read.All
11. Navigate to **Directory**, expand the menu, and then select:
    - Read.All
12. Navigate to **User**, expand the menu, and then select:
    - Read.All
13. Navigate to **Delegated permission**, expand the menu, and then select:
    - User.ReadBasic.All
14. Navigate to **Application**, expand the menu, and then select:
    - Application.Read.All
15. Click **Update permissions**. A list of your selected permissions should display, as shown below.

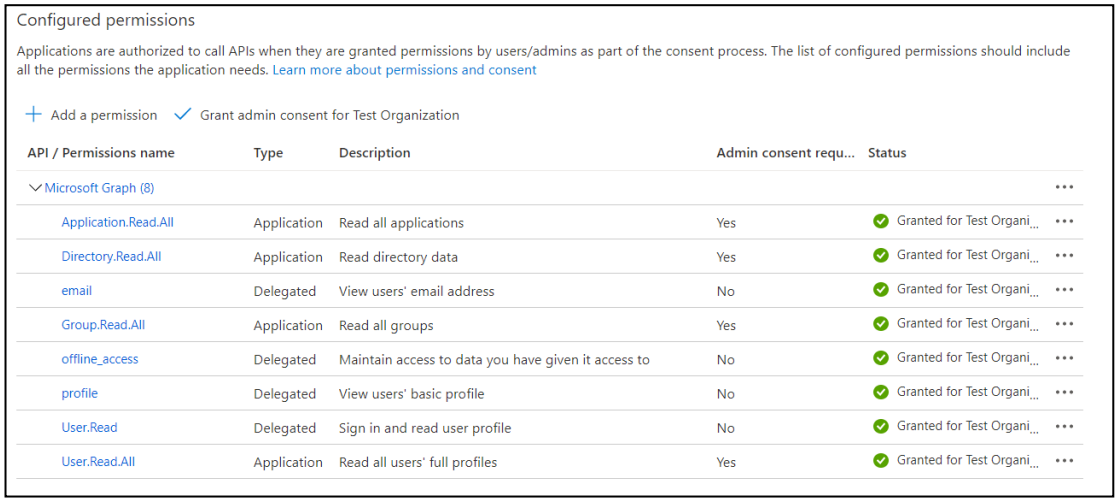


16. Click **Grant admin consent for Default Directory** to confirm that all permissions have admin consent.

17. Click **Yes** to grant consent.



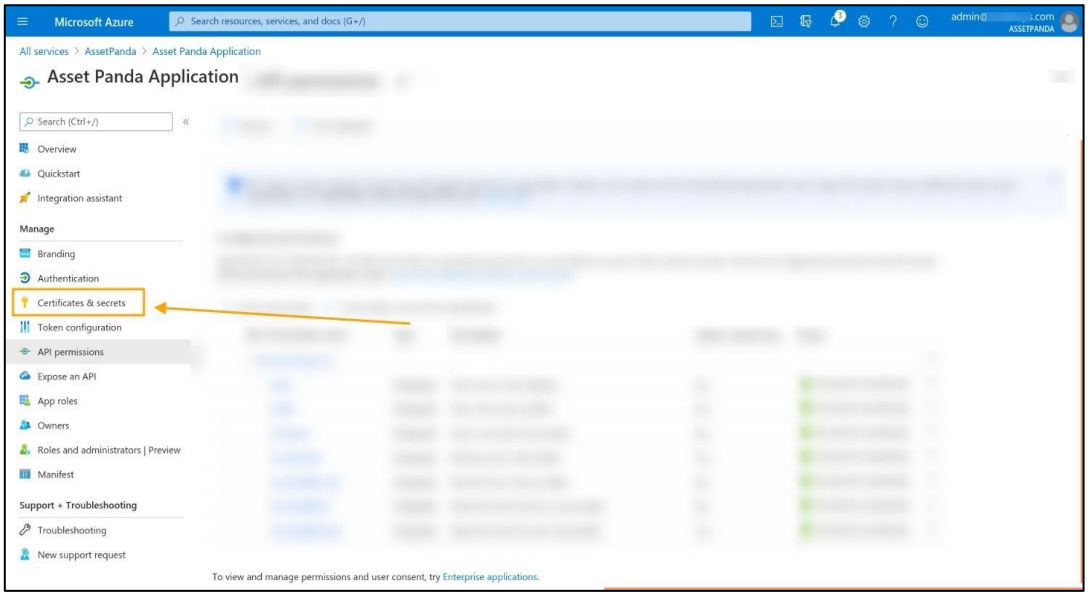
18. Confirm that the **Status** column displays the granted, admin permissions.



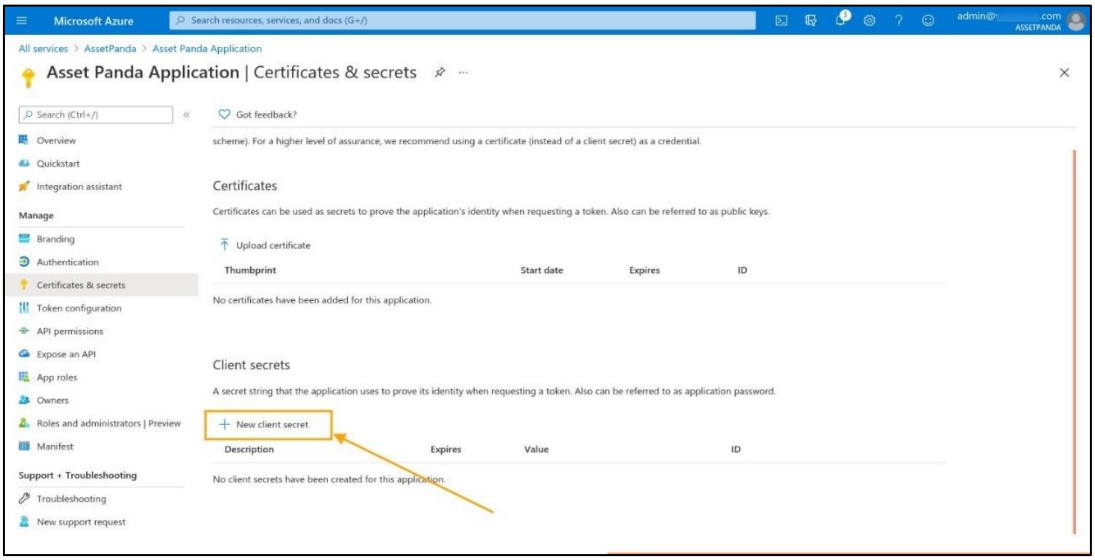
Create Application Secret

This section will guide you through the steps of creating an application secret that will be used within Asset Panda.

1. Click **Certificates & secrets**.



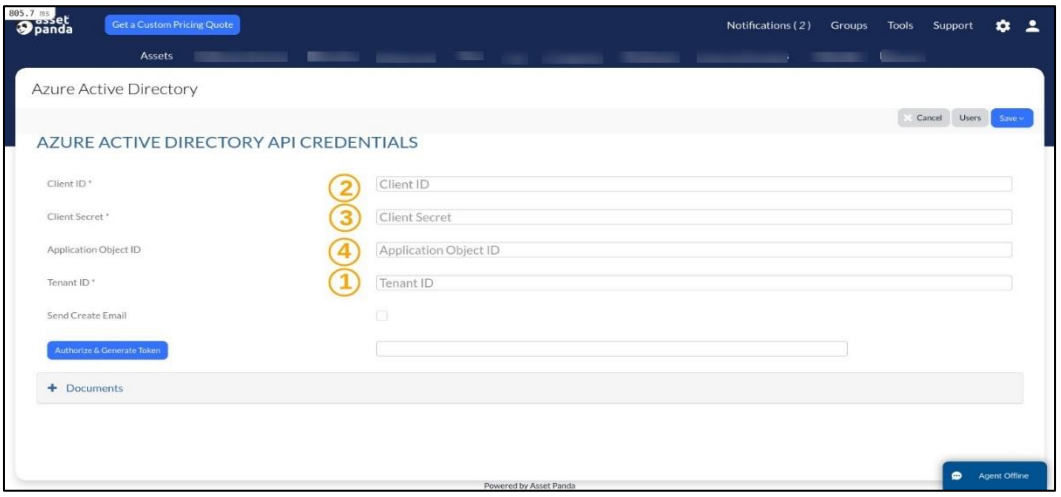
2. Click **New client secret**.



3. Enter the following details within the **Client secrets** window:
    - Description
    - Expires - Select the maximum expiration option.
4. Click **Add**.

5. Copy the **Value** shown on your screen. You will not be able to do this again after this step.

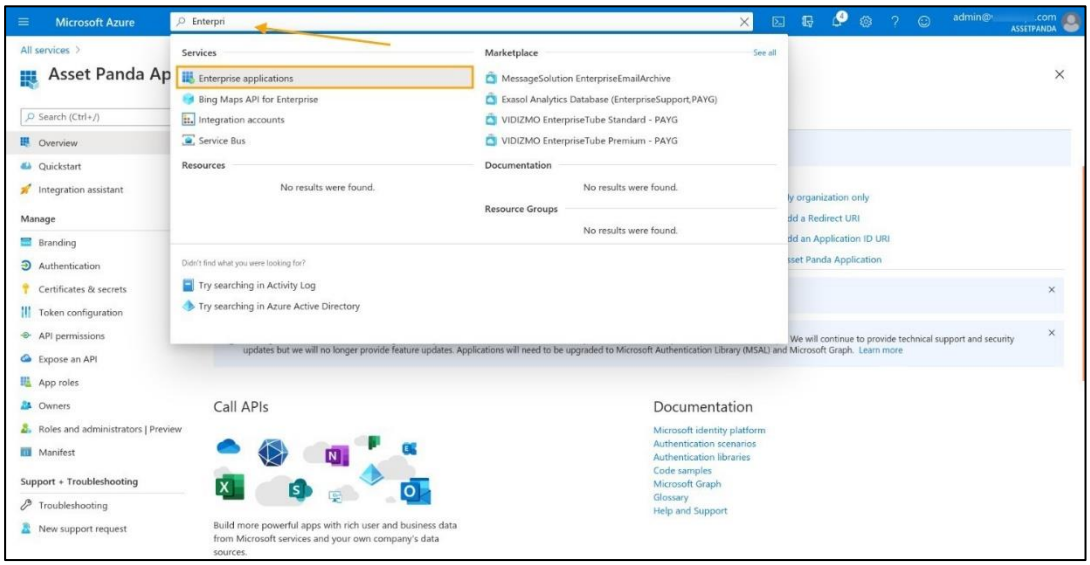
6. Navigate back to your Asset Panda window, and then paste the Value within the **Client Secret** field (#3).



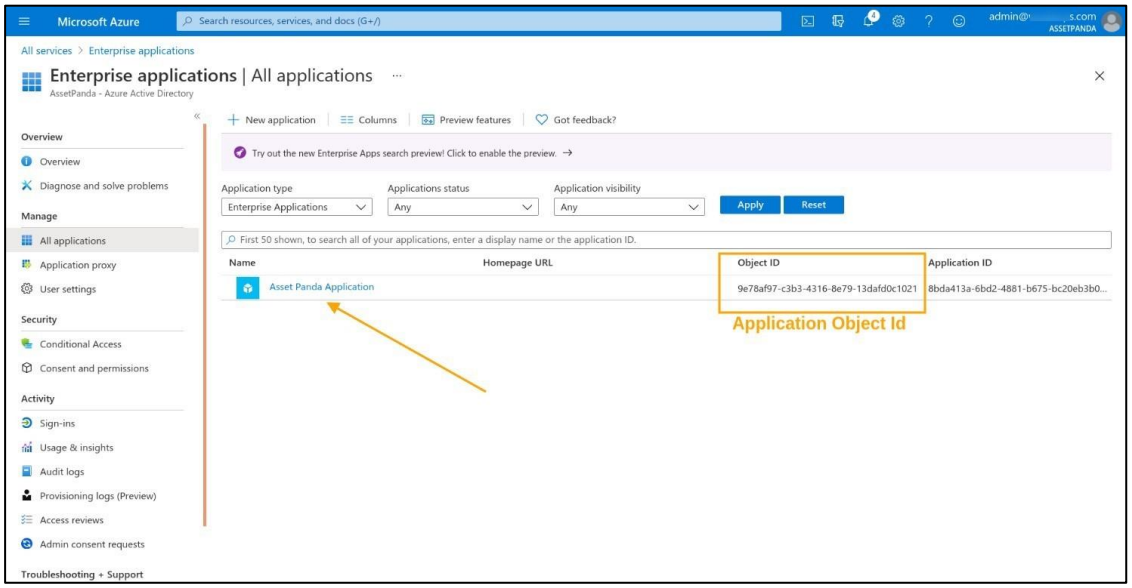
Enterprise Application

To enable Asset Panda to sync with Active Directory users, you must first enable the application within Azure.

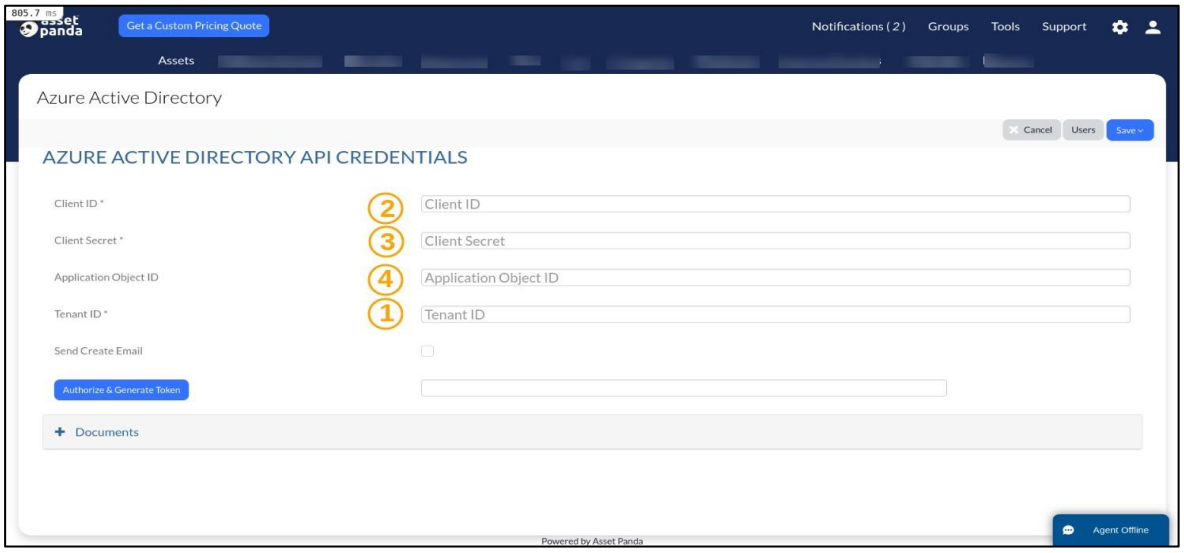
1. Navigate back to your Azure account.
2. Begin to type **Enterprise** within the Search box, and then select **Enterprise Applications**.



3. Locate your application, and then copy the **Object ID**.



4. Navigate back to your Asset Panda account, and then paste the Object ID within the **Application Object ID** field (#4).



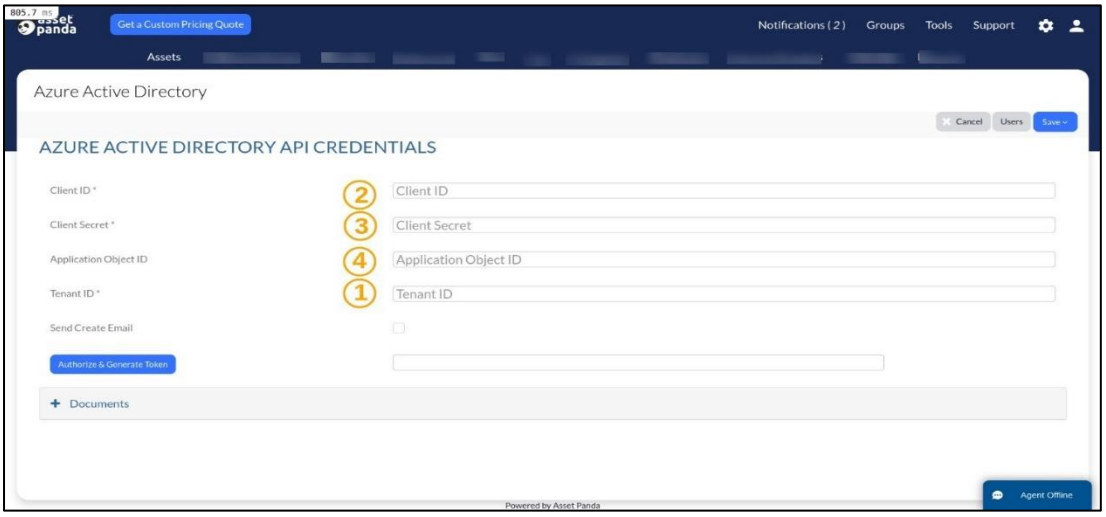
Final Steps

The following fields should now contain information from the previous steps:

- Client ID
- Client Secret
- Application Object ID
- Tenant ID

To complete the setup process:

1. Click **Authorize & Generate Token**.



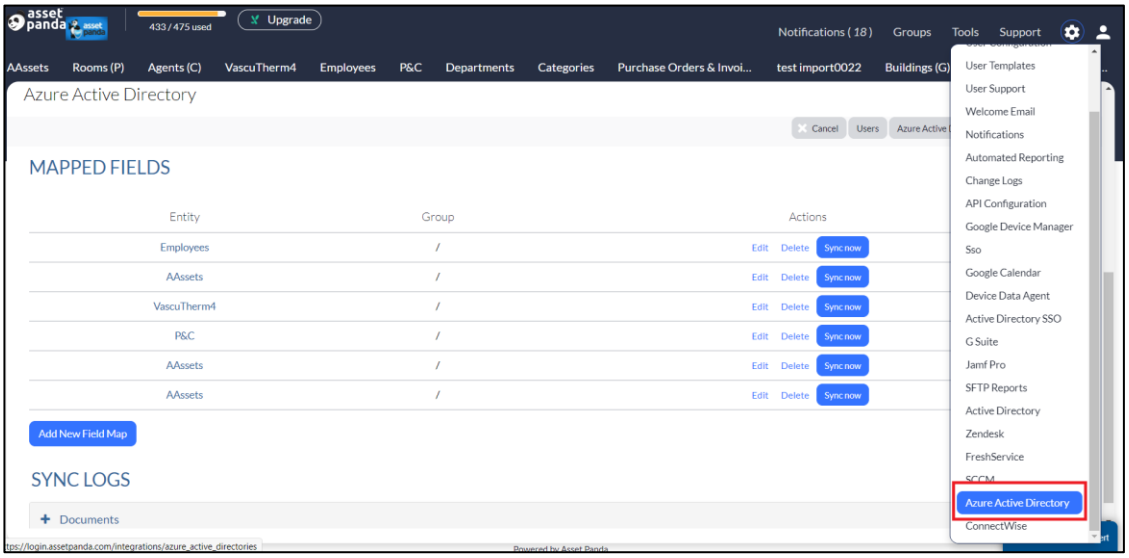
2. Click **Save**.

Azure Active Directory is now ready to use with your account. You can now copy users, create field maps, and set schedules.

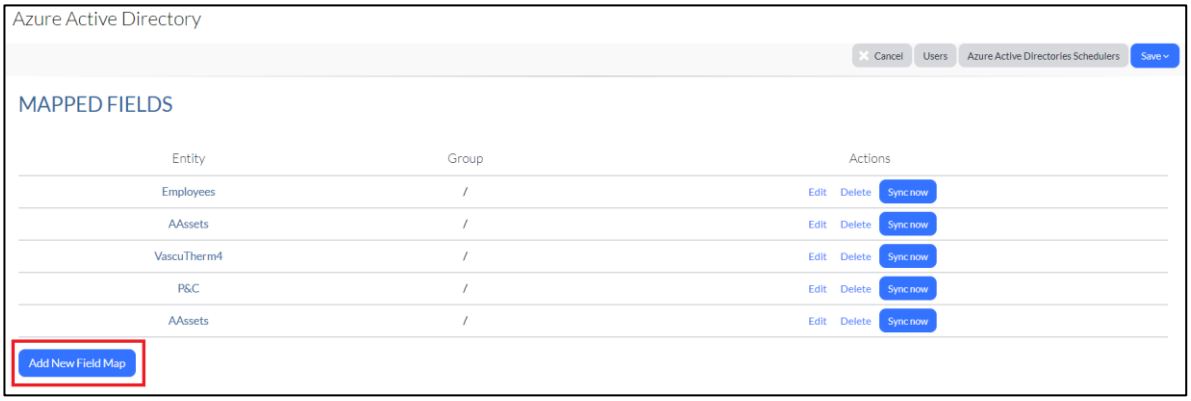
Mapped Fields

Complete the steps in this section to map (and sync) to specific groups.

1. Click the Settings icon  , and then select **Azure Active Directory** (or scroll down the **Azure Active Directory** page if you are already there and have completed all the steps in the previous sections).



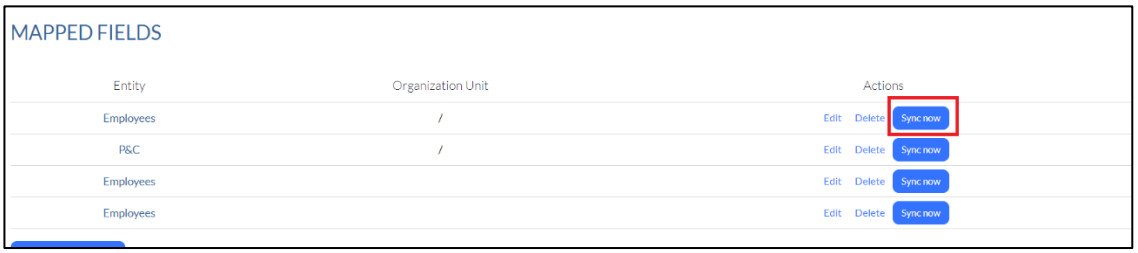
2. Navigate to the **Mapped Fields** section, and then click **Add New Field Map**.



3. Select the groups you wish to map into Asset Panda.

4. Click **Save**.
You are redirected back to the **Azure Active Directory** page.

5. Scroll back to the **Mapped Fields** section, and then click **Sync Now**. (See, "Sync Individual Record" below if you wish to sync an individual record rather than a group.)



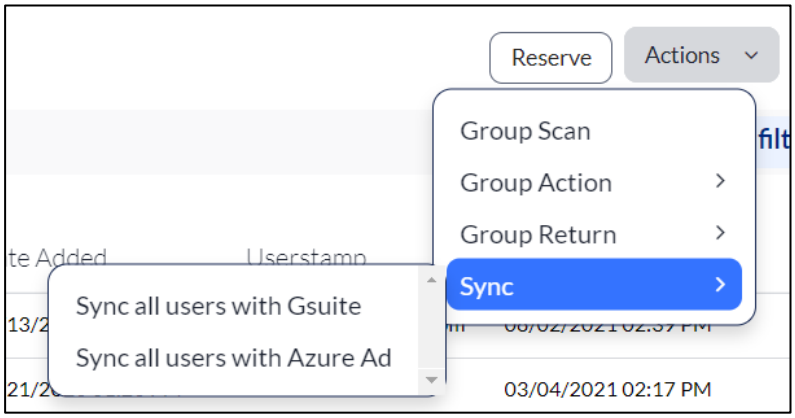
6. Your items begin to synchronize and you will receive an email once it is complete.

NOTE: All sync information can be viewed through the Sync Logs at the bottom of the Azure Active Directory page.

Sync Individual Record

If you wish to sync an individual record:

1. Click **Actions** when viewing a record.
2. Select **Sync**, and then select **Sync all users with Azure Active Directory**.



NOTE: All sync information can be viewed through the Sync Logs at the bottom of the Azure Active Director page.