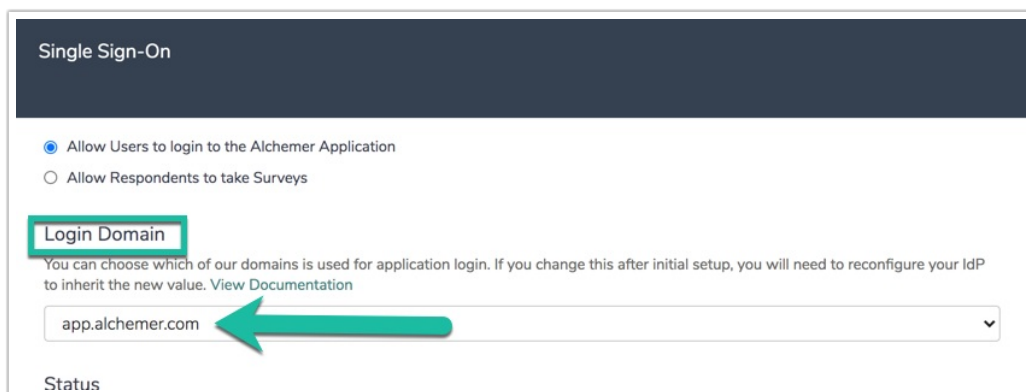


How to Update your SSO Configuration

There are **three** actions that are needed to successfully update an SSO integration.

1. Via **Integrations > Data Connectors > Single Sign-on (Account)**, select the **Login Domain** in the Alchemer integration to *app.alchemer.com*, *app.alchemer-ca.com* or *app.alchemer.eu* depending on the data center of the account via the **Login Domain Dropdown**:



Single Sign-On

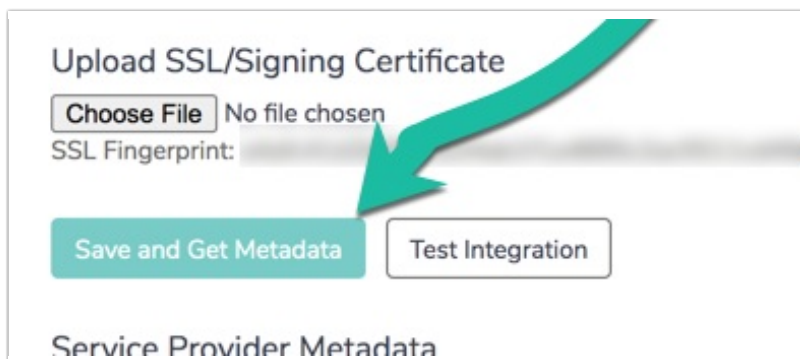
Allow Users to login to the Alchemer Application
 Allow Respondents to take Surveys

Login Domain
You can choose which of our domains is used for application login. If you change this after initial setup, you will need to reconfigure your IdP to inherit the new value. [View Documentation](#)

app.alchemer.com

Status

2. Select **Save and Get Metadata** in the integration pane:



Upload SSL/Signing Certificate

Choose File No file chosen

SSL Fingerprint:

Save and Get Metadata **Test Integration**

Service Provider Metadata

3. Supply the updated metadata to your Identity Provider (Okta, Ping, OneLogin, Auth0, etc.). Complete either **a** or **b** below depending on the specific use case:
 - a. If you are utilizing a Service Provider metadata URL, you will need to trigger a refresh of this metadata by selecting **Save and Get MetaData**. The existing hostname in the metadata URL should be updated as such, prior to this refresh:
 - i. Refresh the integration by resaving the integration.
 - b. If you are manually managing your provider metadata, from your identity provider:
 - i. If necessary, upload the new **Sign-In Certificate** from Alchemer to your Service Provider (Ping, ADFS, etc.), that is present in the metadata after resaving. Copy the certificate below using your clipboard:

-----BEGIN CERTIFICATE-----

MIIIGmjCCBYKgAwlBAglIDQBE2n2k7rcwDQYJKoZlHvcNAQELBQAwwgbQx
CzAJBgNVBAYTAlVTMRAwDgYDVQQIEwdBcm16b25hMRMwEQYDVQQ
HEWpTY290dHNkYWxlMR0wGAYDVQQKExFHb0R0RhZGR5LmNvbSwgSW
5jLjEtMCsGA1UECxMkaHR0cDovL2NlcnRzLmdvZGFkZHUy29tL3JlcG9za
XRvcnkMTMwMQYDVQQDEYpHbyBEYWRkeSBTZWN1cmUgQ2VydGlm
aWNhdGUgQXV0aG9yaXR5IC0gRzlwHhcNMjMwODE4MTI1MDM2WWhcN
MjQwOTE4MTI1MDM2WjAbMRkwFwYDVQQDExBzc28uYWxjaGVtZXluY
29tMIIBIjANBgkqhkiG9w0BAQEFAAOCAQ8AMIIBCgKCAQEA3OMQGa69
/15yQVmSVV4k/v2bh33GU8THGzAfrEYP/yyE/cFOum+WFNKnM+Xi6vXjO
4PR//bVWrDpZOqDANINZp8K+GolcC4P5bpcmrCWMc/diFJ+0kHMqJOU
RWJvol8dLmeRWkIKJG2KzMbGJOVTOc/ZQZ3ZHOD/yszmrJTKqsylQHDdj7yZT4
ldz4QVhBgBG8wkJnTI0y48FaLA+blQKerQBogb/EhMqCKsVqDASKBTnLrPk
Ea9+GSu2wHXVafFgt0sRVCF/BcRaUoKsJbldCCedCiv/geO1i6ugmA5xgLP
PIOK/bEw5j7s1NMi9qeP2GOH/RwrDKY8Rw5EXzGOQIDAQABO4IDRjCCA0lw
DAYDVR0TAQH/BAIwADAdBgNVHSUEFjAUBggrBgEFBQcDAQYIKwYBBQ
UHAwIwDgYDVR0PAQH/BAQDAgWgMDgGA1UdHwQxMC8wLaAroCmGJ
2h0dHA6Ly9jcmwuZ29kYWRkeS5jb20vZ2RpZzJzMS04NDYxLmNybDBdBg
NVHSAEVjBUMEgGC2CGSAGG/W0BBxcBMDkwNwYIKwYBBQUHAQEWA
2h0dHA6Ly9jZXJ0aWZpY2F0ZXMuZ29kYWRkeS5jb20vcvVwb3NpdG9yeS
8wCAYGZ4EMAQIBMHYGCCsGAQUFBwEBBGowaDAkBggrBgEFBQcWAAAY
YaHR0cDovL29jc3AuZ29kYWRkeS5jb20vMEAGCCsGAQUFBzAChjRodHRw
Oi8vY2VydGlmYWVhdGVzLmdvZGFkZHUy29tL3JlcG9zaXRvcnkvZ2RpZzluY
3J0MB8GA1UdIwQYMBaAFEDCvSeOzDSDMKlz1/tss/COLIDOMDEGA1UdEQ
QqMCiCEHNzby5hbGN0ZW1lci5jb22CFHd3dy5zc28uYWxjaGVtZXluY29tMB
0GA1UdDgQWBBSyG1baK+YA07uqRZWh8lFyBcqGVtCCAX0GCisGAQQB1
nkCBAIEggFtBIBaQFnAHUA7s3QZNxbGs7FXLedtM0TojKHRny87N7DUUhZ
RnEftZsAAAGKCLKZ8AAABAMARjBEAiBJNy+/Zdt1I0YT1hT6BREkjAgrX2dK
V5dHZ+4I2WbOAQlgD+M6ZJT8JO6OaktloobD8xeekVzCqO9T3mxBFzNf5g8
AdwBlONr2qZHNA/lagL6nTDrHFIBY1bdLIHzu7+rOdiEcwAAAYolspssAAAE
AwBIMEYCIQDWSqIOjtv1A9nnULALaVBxQahD8lpX6LZm8nHHV7GH4glhAJ
GuM77ThW0vFjCVvRRibswdPFi/Ja3NluwOF1Wv3ggyAHUA2ra/az+1tiKfm8K
7XGvocJFxbLrHlU0vaQ9MEjX+6sAAAGKCLKbnQAABAMARjBEAiAIAZnKbS
0lGkVc2JibKbCJSULNECn8guOWDPw1qxfBQlgV5oaoq6GfdMRz9mgHSDgTS
W5yadLUzQ7BnidCx0JEPawDQYJKoZlHvcNAQELBQADggEBAE2YRBjZlb+Ftjo
s/ZVaBM/v0uLqRpylWTOEWHMLQdMWBa32Fg3EUkjmnuXQOCjDxH/D/uFFM
d4WYslVa5GTYNxApAenRfsmSTpU668v6SjgYy6j0lkC7GTkqYzbHQUUx1v+Qp
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8TVVaPKy7LydyY5q5Fn5RsAyfwelgrhVYQhxqHLTCRSRSHlmCkYSleohwDog7
QdJ1s8MxFa7mx/YNyl+bcMKlpkQ9M0tZkGhHEcDgHdm1M0Qp7pxzVa9ywwMo
39zsBZStHcSLWyleHGilyBDM=

-----END CERTIFICATE-----

- Re-test your integration after completing the above steps using the new **Login Link** found at the bottom of the integration in Alchemer after the integration is resaved:

User Settings

Restrict Login to SSO Only.
 Note: When Checked, Only Admins will be able to log in through the main Alchemer login page.

Users must be set up in Alchemer.
 Automatically create new users if they don't exist in Alchemer.

Login Link

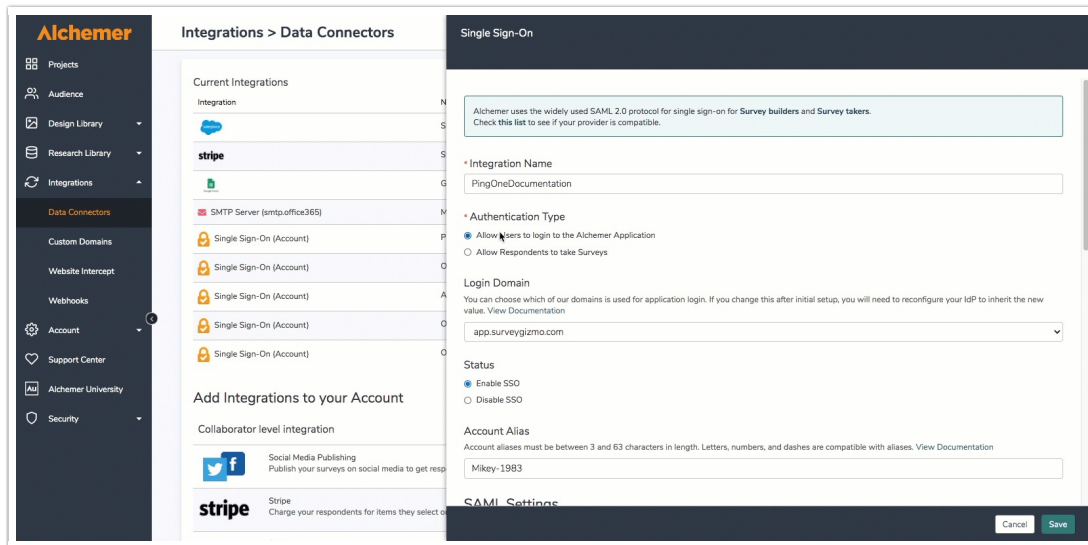
Updating Login Domain and Metadata

After switching to the new login domain, the old Login link generated in the Integration will *not* function. Once this process has been completed and the integration is resaved, utilize the new login link found at the bottom of the specific integration being switched over to app.alchemer.

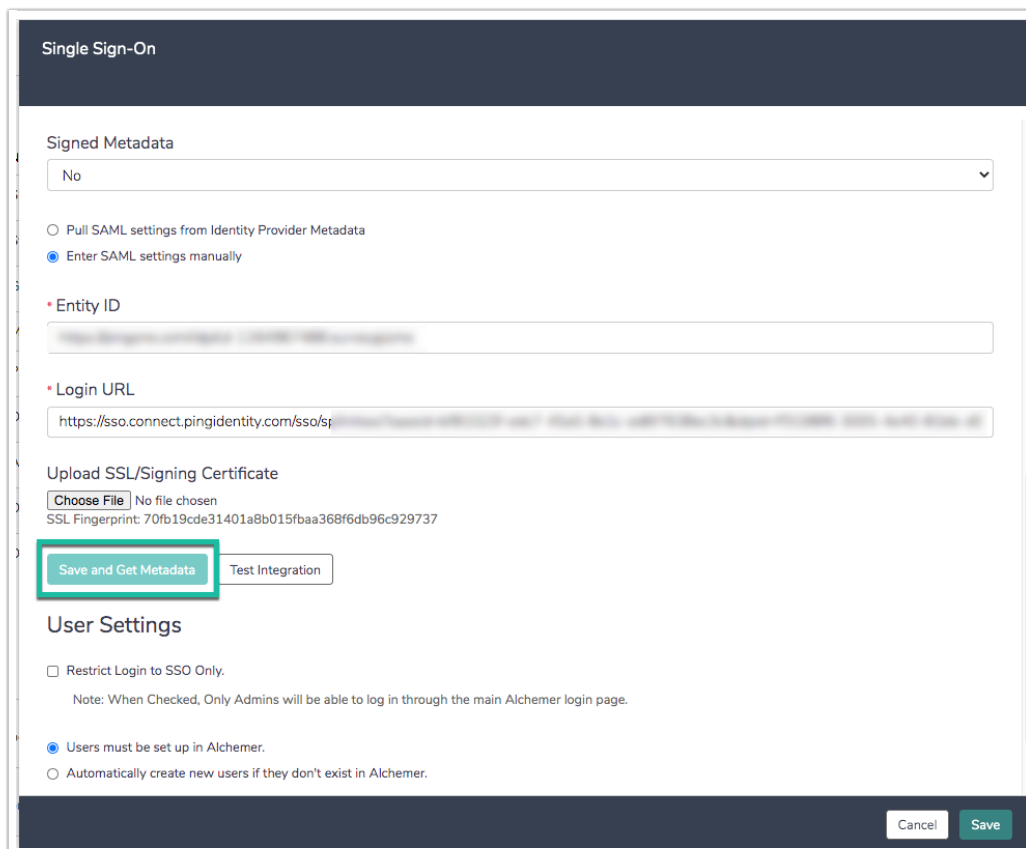
1. To update the login domain for an SSO integration, start by selecting from the **left-hand navigation menu** in Alchemer **Integrations > Data Connectors**. Next, click **Edit** on the right side of the specific SSO integration being converted to the app.alchemer.com domains:

The screenshot shows the Alchemer interface for managing integrations. The left-hand navigation menu is on the left, with 'Data Connectors' selected. The main content area displays a table of 'Current Integrations' with columns for 'Integration', 'Name', 'Status', and 'Verified'. The 'Edit' button for the 'Single Sign-On (Account)' integration with name 'PingOneDocumentation' is highlighted with a red circle and the number 3. Other integrations include SF Gmail, Stripe, Google, SMTP Server, OneLogin, Auth0, and Okta. Below the table, there is a section for 'Add Integrations to your Account' with a 'Collaborator level integration' section for 'Social Media Publishing'.

- In the right hand popup menu that displays once **edit** is selected, Scroll down to the **Login Domain Dropdown**, and choose app.alchemer.com, app.alchemer-ca.com, or app.alchemer.eu depending on the data center of the account:



- Scroll down further in the right hand popup window to **Upload SSL/Signing Certificate** section, and select **Save and Get Metadata**:



- Select **Save** in the bottom right corner of the popup menu.

If an account is utilizing survey SSO, be aware that survey links will change when an update to the login domain value is completed. Once these changes have been made, please validate the survey links that are using SSO.

Related Articles
