RSA SecurID Access SAML Configuration for BambooHR

Last Modified: January 18, 2016

BambooHR is an online human resources (HR) software service for small and midsized businesses. BambooHR provides a cloud base business management solution for managers and employees, streamlining employee profiles, time-off requests & approvals, and recruitment & applicants.

Before You Begin

- Acquire an administrator account to both RSA SecurID Access and BambooHR.
- Obtain the ACS URL information from BambooHR.
- Verify the RSA SecurID Access user account. Refer to the User, Rule, and Policy section of this manual.

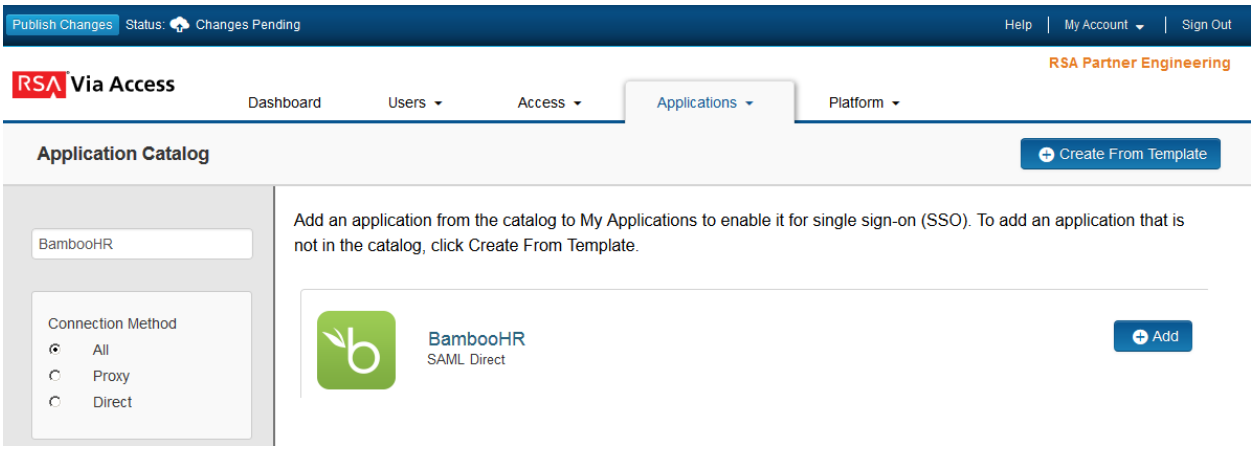
Procedure

1. Add the Application in RSA SecurID Access
2. Configure BambooHR to Use RSA SecurID Access as an Identity Provider

Add the Application in RSA SecurID Access

Procedure

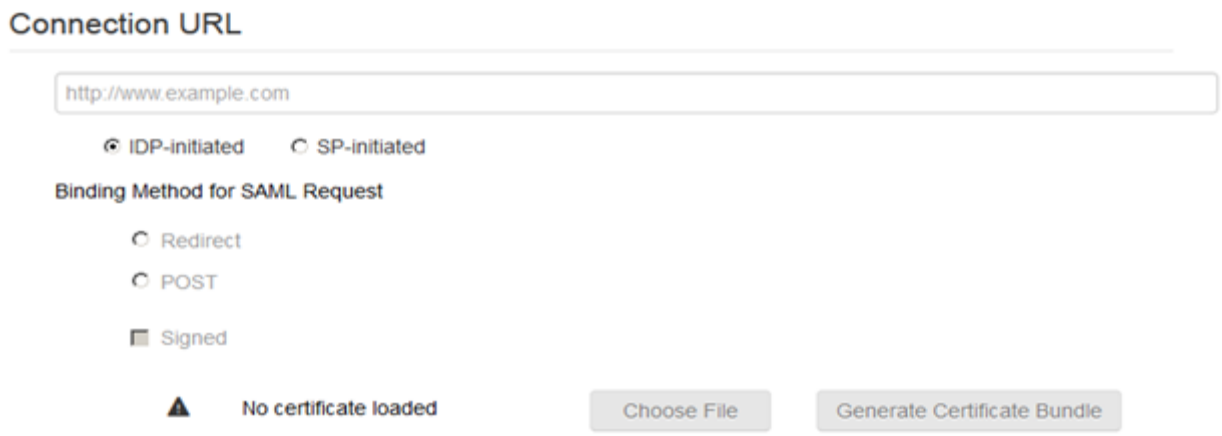
1. In the RSA SecurID Access Administration Console, click **Applications > Application Catalog**.
2. From the list of applications, click **+Add** for the SAML application that you wish to add.



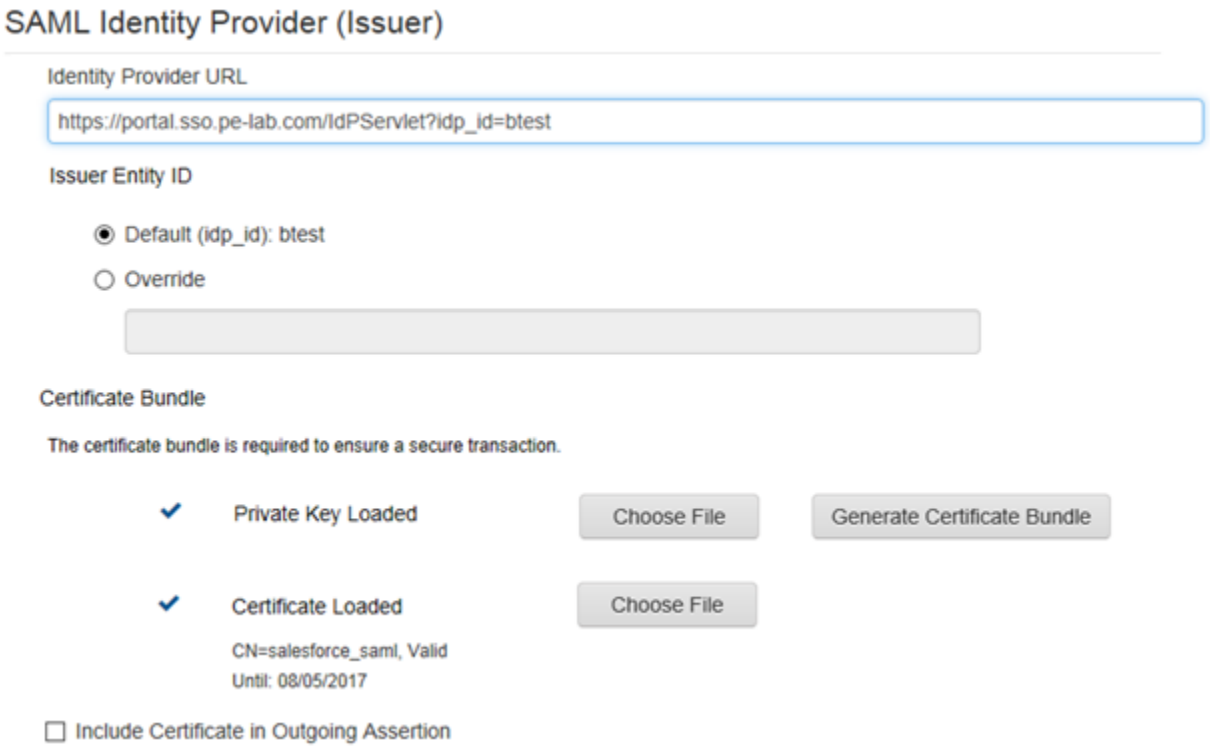
3. On the Basic Information page, specify the application name and click **Next Step**.

> **Note: The following IDP-initiated configuration works for both IDP-initiated and SP- initiated connections.**

4. On the Connection Profile page, choose **IDP –initiated** and leave the URL blank.

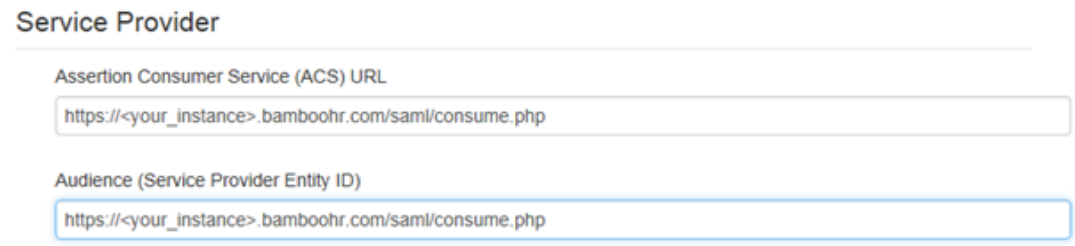


5. Scroll down to the **SAML Identity Provider (Issuer)** section.



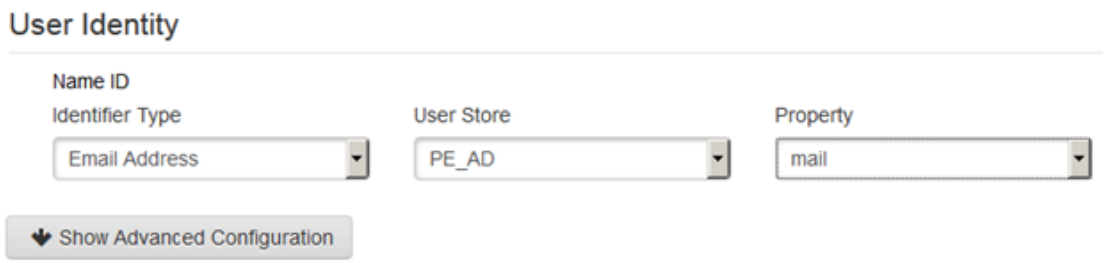
   a. In the **Identity Provider URL** field, copy the URL which will be needed later to configure the BambooHR.
   b. Select **Choose File** and upload the RSA SecurID Access private key.
   c. Select **Choose File** and upload the RSA SecurID Access public certificate.

6. Scroll down to the **Service Provider** section.

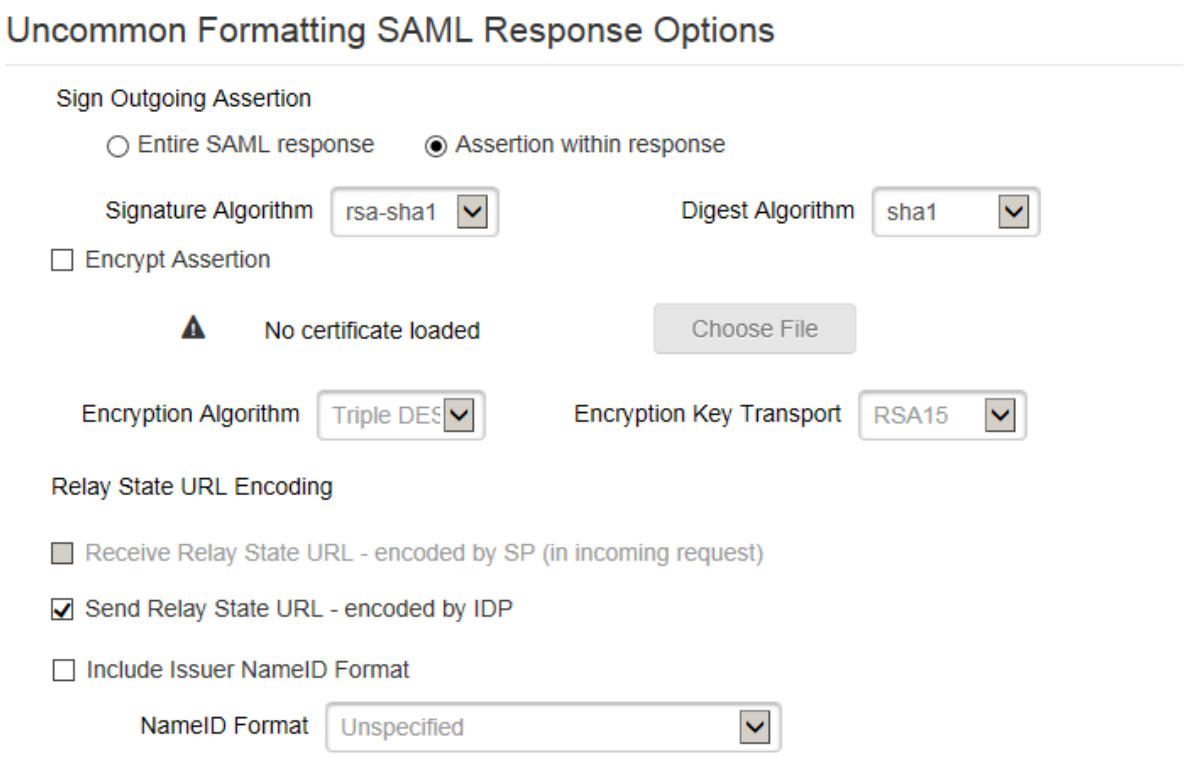


   a. In the **Assertion Consumer Service (ACS) URL** field, enter your subdomain in place of **<your_instance>.** https://<your_instance>.bamboohr.com/saml/consume.php
   b. In the **Audience (Service Provider Entity ID)** field, enter your subdomain in place of **<your_instance>.** https://<your_instance>.bamboohr.com/saml/consume.php

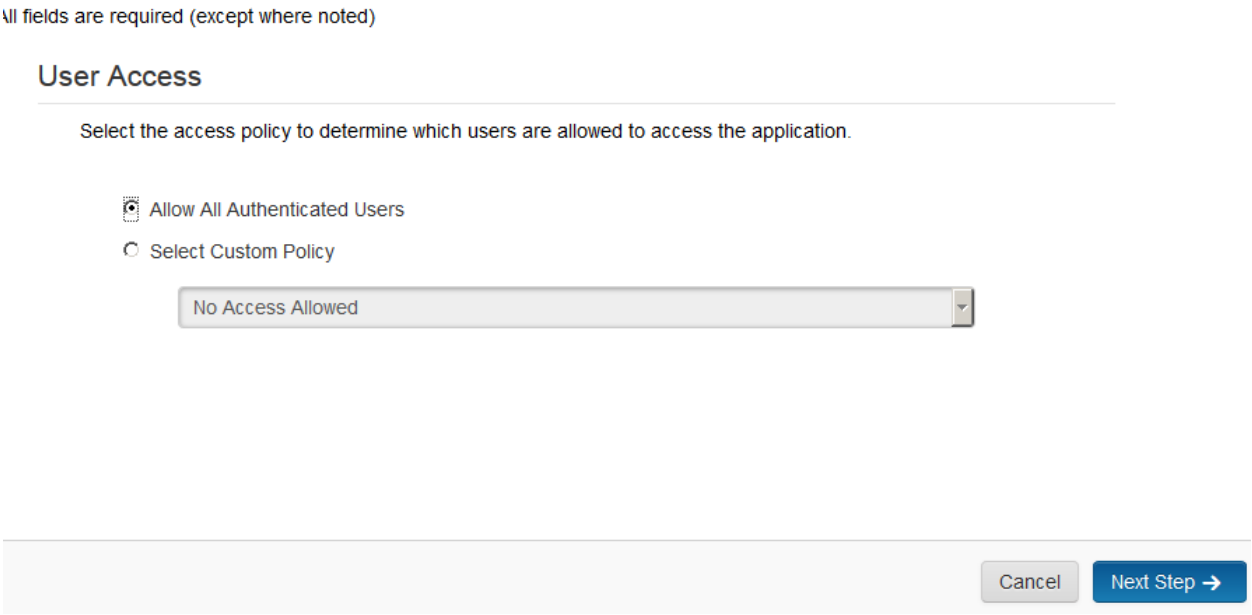
7. Scroll down to the **User Identity** section. Set the **Identifier Type** to **Email** and **Property** to **mail**.



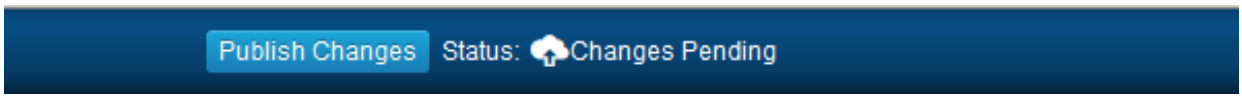
8. Click **Show Advanced Configuration** and scroll down to **Uncommon Formatting SAML Response Options**, select **Assertion within response**.



9. Click **Next Step**.
10. On the **User Access** page, select the desired user policy from the drop down list.



11. Click **Next Step**.
12. On the **Portal Display** page, select **Display in Portal**.
13. Click **Save and Finish**.
14. Click **Publish Changes**. Your application is now enabled for SSO.



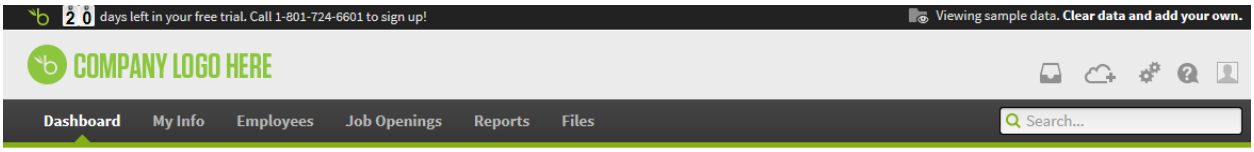
Next Steps

[Configure BambooHR to Use RSA SecurID Access as an Identity Provider]

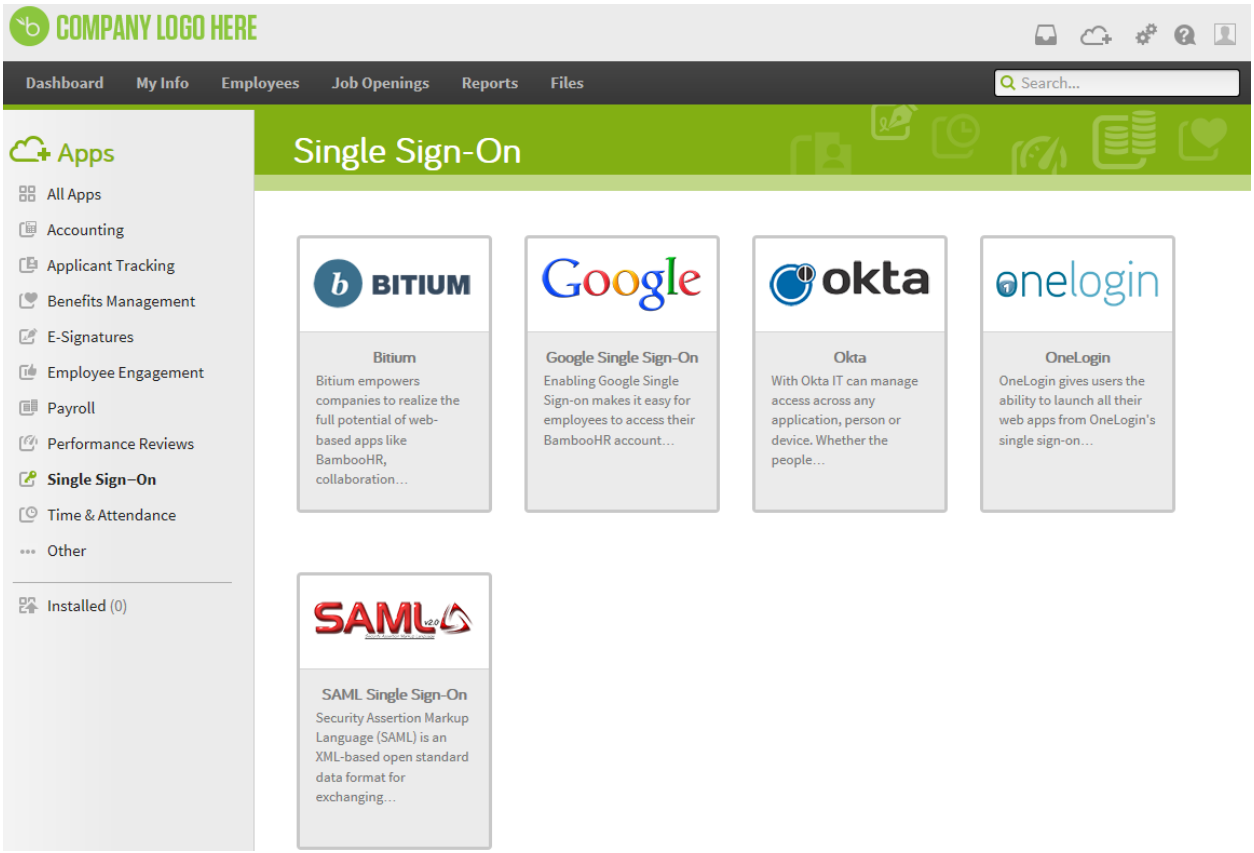
Configure BambooHR to Use RSA SecurID Access as an Identity Provider

Procedure

1. Login to your instance of BambooHR. https://<your_instance>.BambooHR.com
2. Click on the **Cloud+** symbol in the right upper corner.

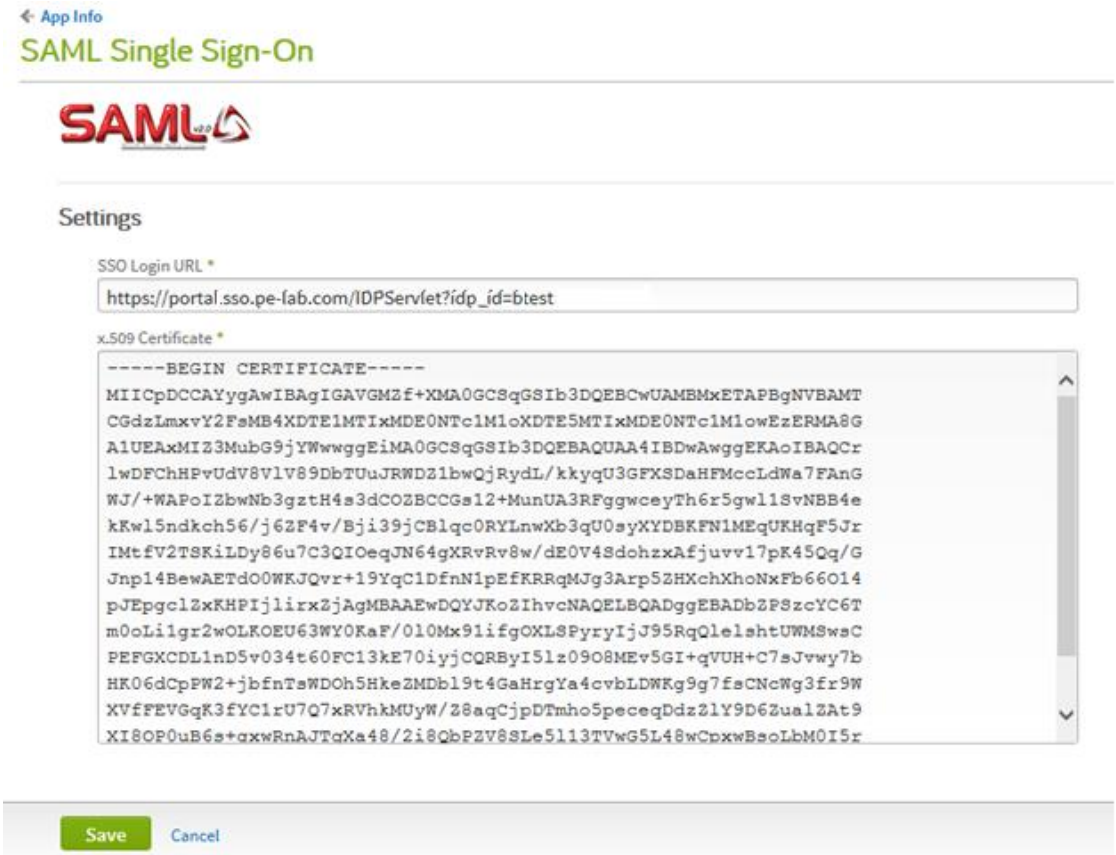


3. The Apps page will open.
4. Select **Single Sign-On** from the menu list.

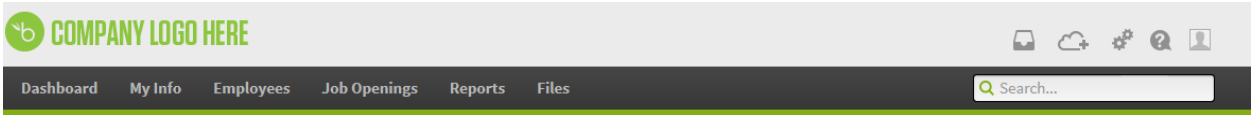


5. Click on **SAML Single Sign-On**.

6. Click **Install**.



7. Enter the RSA SecurID Access Identity Provider URL from step 5 page 2 in the **SSO Login URL** field.
8. Paste the RSA SecurID Access public certificate in the x.509 window.
9. Click **Save**.
10. Click the gear icon in the upper right corner.
11. From the top menu select Employees.



12. Click **Add Employee**.
13. Enter the user's required information and verify that the **Email** address matches the single sign-on user account.

GLS