



SSO OVERVIEW

This course is designed to provide on-demand information for Florida Department of Education Single Sign-On topics.

What is My Password?

How many times have you had to click the “Forget your Password?” on a website, because you can’t remember your login information?





Too Many Passwords to Remember?

Prior to Single Sign-On:

- Everyone had to remember a different username and password for each resource used.
- The fact is the number of online services and resources are growing all the time!





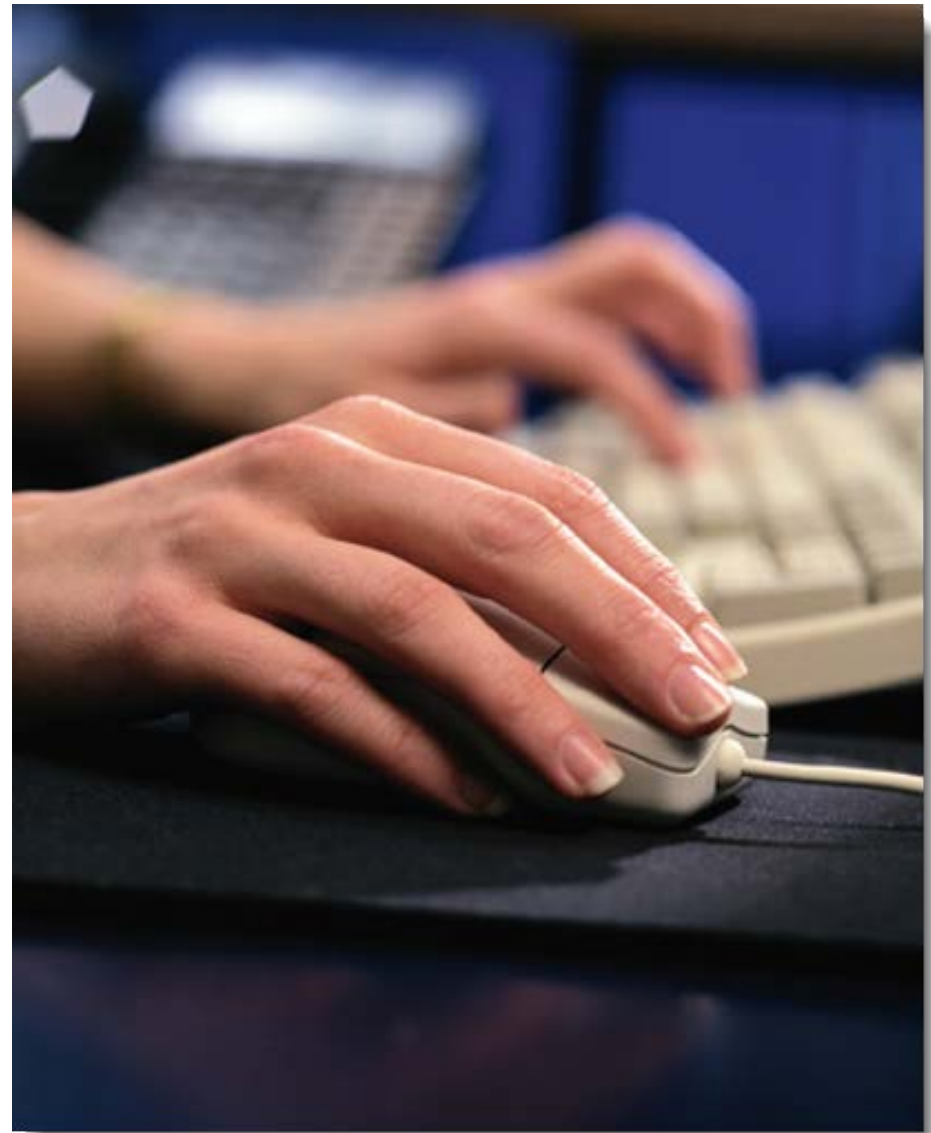
FLDOE Single Sign-On!

As part of Florida's Race to the Top Grant Award:

- The Florida Department of Education proposed developing a simpler way for educators and staff to access statewide resources requiring login credentials.

The FLDOE Single Sign-On:

- The system provides access to several resources with one set of credentials.
- Single sign-on also provides one centralized location for administrators to manage the roles and access levels for their staff.





Access to Six Statewide Resources!

FLDOE identified six resources to initially be a part of the state's SSO project. You will soon have access to as many as six resources with just one set of login credentials. Access to all six resources will be available by June 2014.

- English Language Arts Formative Assessment System
- Florida Interim Assessment Items Bank and Test Platform
- PMRN - Progress Monitoring and Reporting Network
- eIPEP - Electronic Institutional Program Evaluation Plans
- FSL - Florida School Leaders
- CPALMS - Collaborate, Plan, Align, Learn, Motivate, Share.

Additional resources can be found at www.fldoe.org/ss0.





More Resources Available in the Future!

The FLDOE Single Sign-On system will be able to grow over time, so that additional resources can be added. In the future, you will have the ability to access even more sites without having to remember additional passwords!





Who Can Use Single Sign-On?

Essentially, everyone can use FLDOE SSO, however, the resources you can access depend on your role and the permissions you have been assigned.





How Does Single Sign-On Work?

Districts recommended that the state's solution provide two authentication options for organizations:

- A “federated” solution (Locally-issued credentials)
- A “hosted” solution (FLDOE-issued credentials)



Federated Accounts

Organizations that select the Federated solution:

- Setup accounts with login credentials that are issued locally by their organization.
- The local network will authenticate with SSO.
- Staff login to their organization's network and the state's resources with the same username and password.



Hosted Accounts

Organizations that select the Hosted solution:

- Setup accounts with login credentials that are issued by FLDOE.
- Staff will have one username and password to access their local network and another set of login credentials to access any of the FLDOE SSO resources.

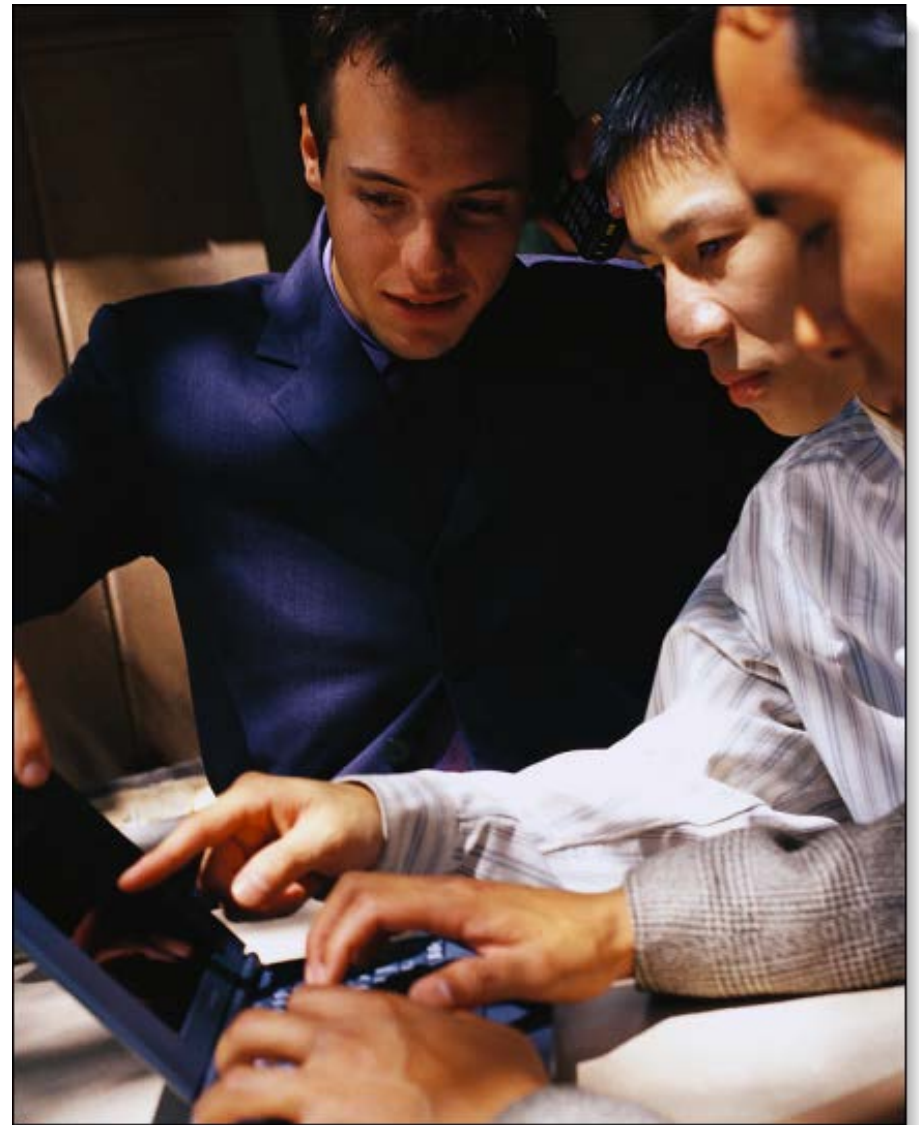




Local Administrators

FLDOE Single Sign-On solution does more than allow staff members to access several resources with one set of credentials!

SSO also provides a central place for administrators to create accounts and assign permissions for each member in their organization.





How Can I Try It Out?

FLDOE continues to integrate organizations into the state's SSO solution. Not all of the organizations throughout the state are currently active in the FLDOE SSO system.





When Can I Start Using SSO?

Your local administrator or FLDOE will advise you when your group is activated.

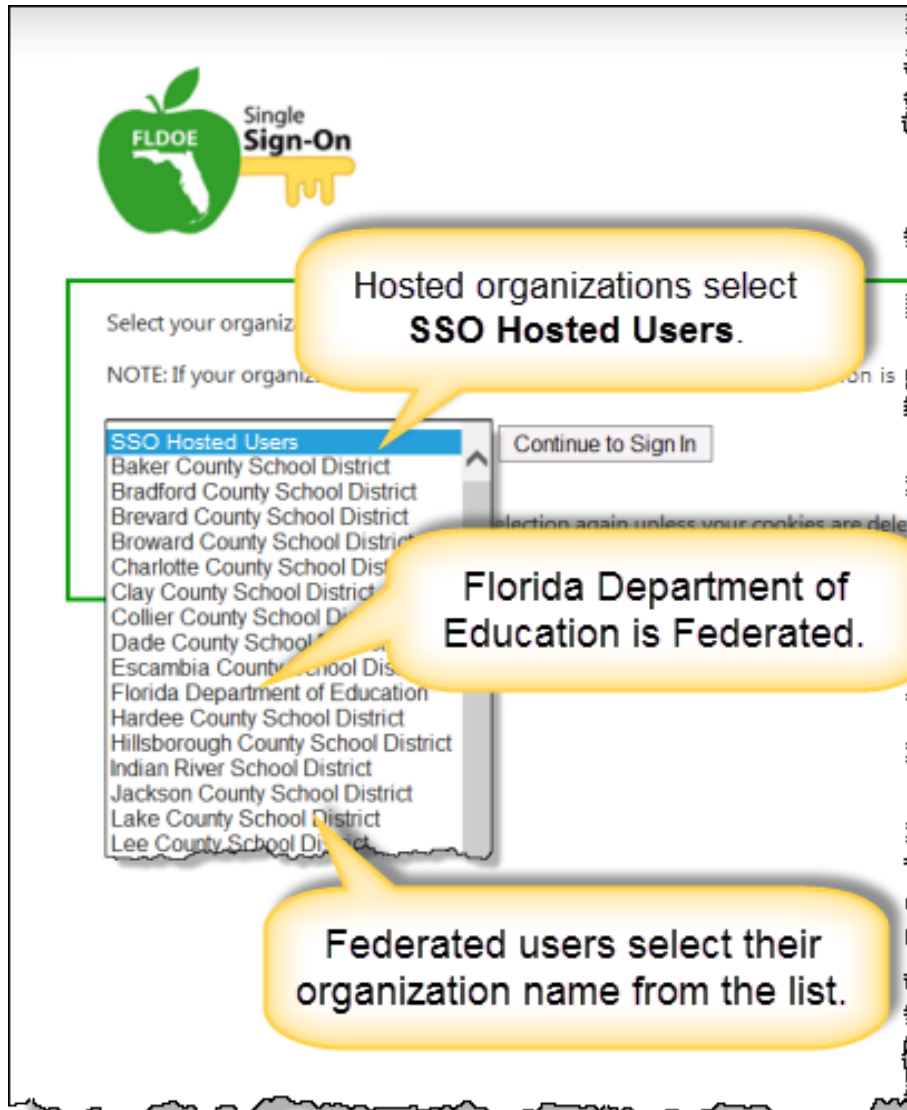
- Along with this notification, there will be an explanation of how to login to SSO.
- Check the FLDOE SSO Portal at www.fldoe.org/sso for more information.



How Do I Login to SSO?

Your path for logging into FLDOE SSO depends on whether your organization selected Federated or Hosted.





First Time Login

The first time you login, you are required to select your organization from a drop-down list.

For more information, refer to the following tutorials:

- SSO Login and Navigation for Federated Users
- SSO Login and Navigation for Hosted Users



Self-Help Password Reset

- Passwords expire every 90 days and must be reset to something new.
- It is very important for Hosted staff members to register passwords after they login for the first time. They can then reset their password by providing the answer to one of their security questions.
- Federated staff members must contact their local technical support for assistance with their password.

A screenshot of the password reset interface. At the top left is the FLDOE Single Sign-On logo. Below it, the text "Verify Your Identity: Submit Your Answers" is displayed. Underneath, it says "You must answer 1 of the following 1 questions." To the right of this text is a text input field with the question "What is your mother's maiden name?" above it. Below the input field are two buttons: "Next" and "Cancel". At the bottom right of the page, there is a small copyright notice: "© 2012 Microsoft Corporation. All Rights Reserved. | About". A yellow callout box with a black border points to the input field and contains the text: "Hosted users can reset their password by answering one of the security questions they completed during registration."



Self-Registration: The Create Account Link

- Florida educators should not use the **Create Account** link.
- This option is intended for non-educators and people outside of the state who may need to access some of these resources for collaboration purposes.
- They must self-register because they are not affiliated with a sponsoring organization such as a school district or educational institution.
- Non-staff members who have self-registered will have very limited access to the FLDOE SSO resources.



Summary

In this tutorial, we discussed:

- An overview of SSO
- Federated and Hosted accounts
- First Time Logins

For further information on this and other FLDOE Single Sign-On topics, please see the **Communications and Events** and **Support** pages of the FLDOE SSO Portal.

You can also check the FAQs section for the most recent FLDOE SSO questions and answers.

