



Single Sign-On

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Single sign-on (SSO) is offered as an add-on feature in Tricefy and may have an additional cost with your subscription. If you are interested in SSO for your organization, please contact your direct Trice sales representative or reach out to sales@triceimaging.com for more information.

Setting Up Single Sign-On in Tricefy

After the Trice team has enabled SSO for your Tricefy account(s), follow the steps below to configure it for your organization:

1. Log into Tricefy and go to the [Accounts](#) page (admins only)
2. Click the "Manage Identity Providers" button

My Accounts

Account Name

Trice Demo

Identity Providers

Manage Identity Providers



3. Choose the SSO "Kind" from the dropdown: *SAML* or *Microsoft Entra ID*
4. Enter the Identity Provider (IdP) "*Metadata URL*" OR "*XML document*" in the corresponding field (only 1 is needed)
 - These details can be found in your organization's IdP portal and location will vary with the service provider
5. Enter your organization's domain
 - The domain can be verified/confirmed by a Trice staff member, or through an external self-service DNS authentication process
 - Once confirmed, there will be a **Verified** label next to that field
6. Click the "Create" button to save the configuration

Accounts - Identity Providers

SAML SSO allows you to manage user sign-ins using your Identity Provider (IdP). Note that all users must share the same email domain.

To configure your IdP, the following are Tricefy's Service Provider (SP) details:

SP Entity ID

urn:amazon:cognito:sp:us-east-1_0loLQB1XR

SP ACS URL

https://auth.us.tricefy.com/saml2/idpresponse

The screenshot shows a configuration form for an Identity Provider. It has several input fields and a 'Create' button. Red arrows and labels point to specific parts of the form:

- A**: Points to the 'Kind' dropdown menu, which is currently set to 'SAML'.
- B**: Points to the 'IdP Metadata URL' and 'IdP Metadata XML document' fields. A red bracket connects these two fields to label B.
- C**: Points to the 'Common user email domain' input field, which contains the text 'example.com'.

Below the 'IdP Metadata XML document' field, there is a note: 'Please provide your IdP metadata URL or the metadata XML file directly'. A 'Create' button is located at the bottom left of the form.

Testing Single Sign-On

After the SSO configuration has been saved and your domain has been verified, you can go to the Tricefy Login and click on the "Sign in using SSO link" to test it is working.

The image shows two versions of the Tricefy login page side-by-side. Both have the Tricefy logo at the top and the tagline 'The online platform for sharing and distributing medical imaging'.

- Left Screenshot:** Titled 'Sign in to Tricefy'. It features an 'Email' input field, a 'Password' input field, a 'Remember me' checkbox, and a blue 'Sign In' button. A 'Reset Password' link is at the bottom left.
- Right Screenshot:** Titled 'Sign in using SSO'. It features an 'Email' input field, a 'Remember me' checkbox, and a blue 'Sign In' button. Below the form is a link that says 'Log in with a password'.

A red arrow points from the 'Sign in using SSO' link in the bottom left of the overall image to the right-hand screenshot.

The main Tricefy portal login page will always have a "Sign in using SSO" link/button on the page.

You may want to set the organization app dashboard with the primary Tricefy SSO landing page link (seen below), or with the "Stable SSO" link -- which if clicked will immediately initiate the SSO process and redirect the user to your IdP's authentication page (format below)



	Tricefy Global	Tricefy USA
Main login page	https://tricefy4.com	https://us.tricefy.com
SSO landing page	https://tricefy4.com/users/sso	https://us.tricefy.com/users/sso
Stable SSO link	<a href="https://tricefy4.com/users/sso/start/<your_domain>">https://tricefy4.com/users/sso/start/<your_domain>	<a href="https://us.tricefy.com/users/sso/start/<your_domain>">https://us.tricefy.com/users/sso/start/<your_domain>

Enforcing Tricefy sign in through SSO only

By default, Tricefy users will be able to traditionally sign into Tricefy using their username/password or using SSO. You can enforce users to sign in to Tricefy using SSO only with the following steps:

1. Go to the Tricefy [Accounts](#) page (admins only)
2. Click on the Tricefy account and then choose the "Member and Privileges" page
3. Check the "This Account requires members to sign in via SSO" box
4. Click the "Update" button to save

Single Sign-On is enabled

Users with **<your_domain>** email addresses may sign in through your organization's identity provider.

This Account requires members to sign in via SSO

Update

Note: if your organization has multiple Tricefy accounts, the steps above must be done for each account