Adding BizLibrary as a Service Provider to your Okta Identity Provider

Create an out of network application

On your Okta console, go to Application > Applications > and click “Create App Integration”

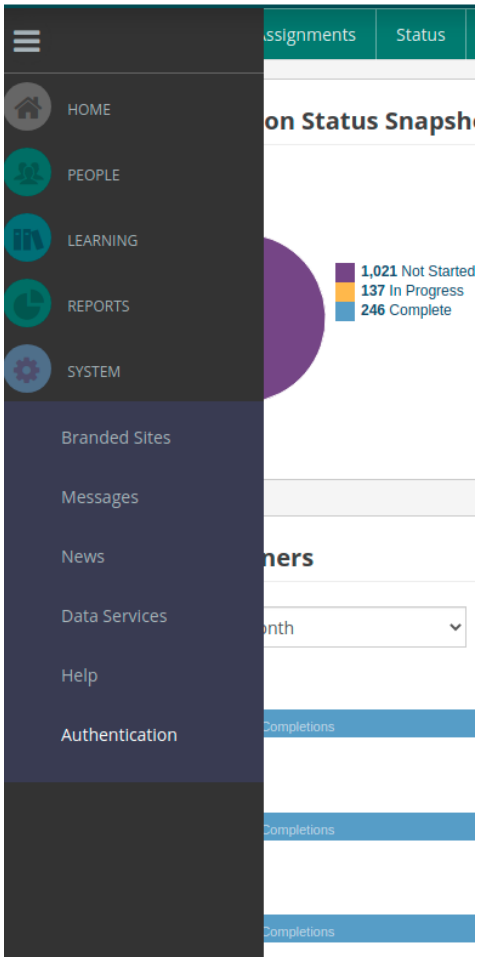
From there, select a SAML 2.0 Application.

On the next page, name your application “BizLibrary”, and click next.

Set up SAML on your Okta Application

Your next step is to configure SAML on your Okta application, in order to enable Single Sign on.

First, head to BizLibrary, and go to the administration section. From here, click the admin menu and navigate to System > Authentication:



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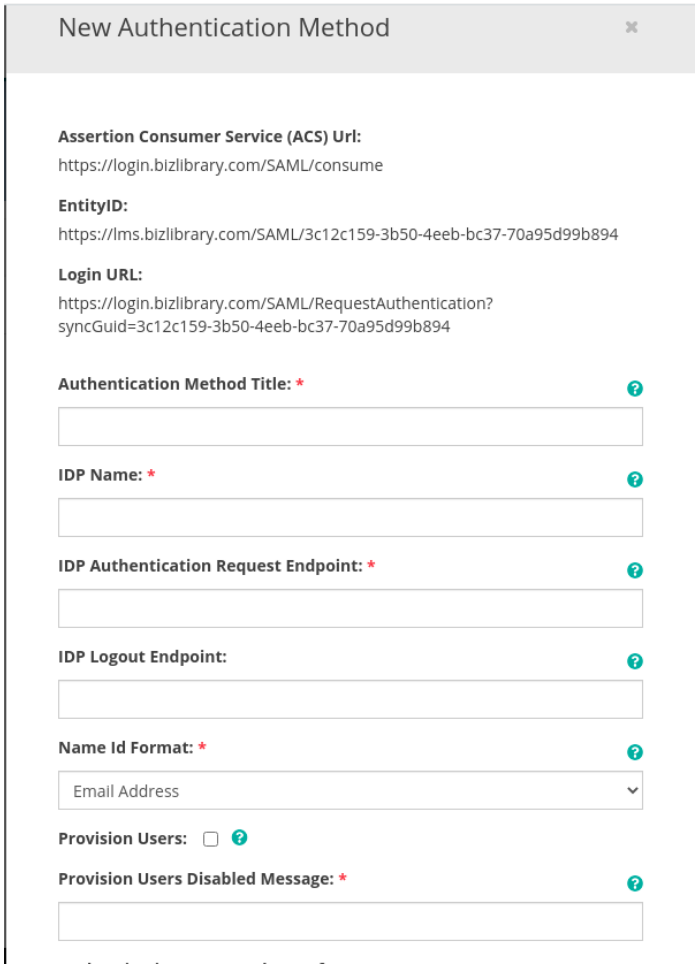
Click “New Authentication Method”, and name it “Okta”, or something else that you’ll remember. Doing this will present you with some data:



On BizLibrary, add an Authentication Method Title (Can be any string - “Okta” is recommended.)

Add an IDP Name of “Okta”

Add the IDP Authentication Request Endpoint, which you can find in Okta. To find it, click “View setup instruction” on your Okta console:

- Then in the default RelayState, add https://lms.bizlibrary.com/learner

- **IDP Authentication Request Endpoint: ***

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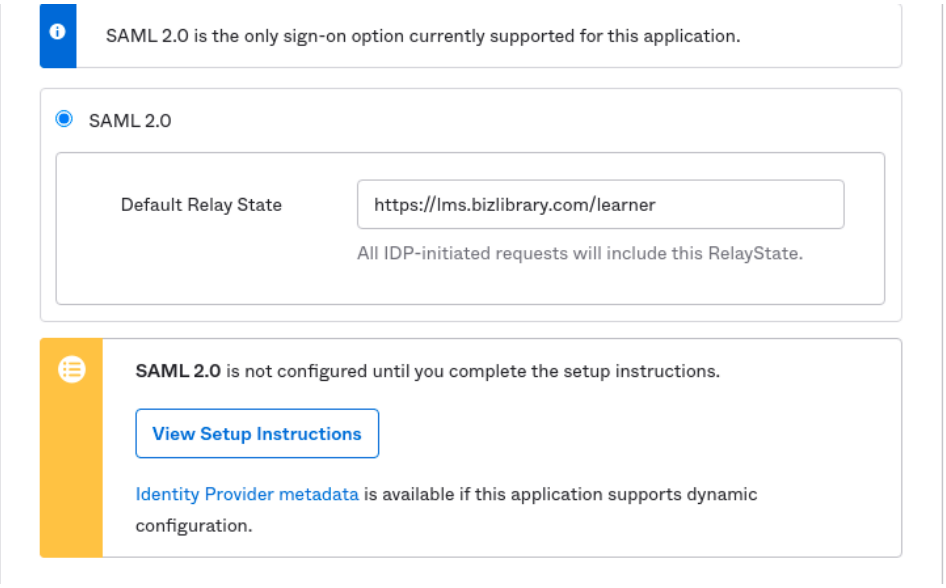
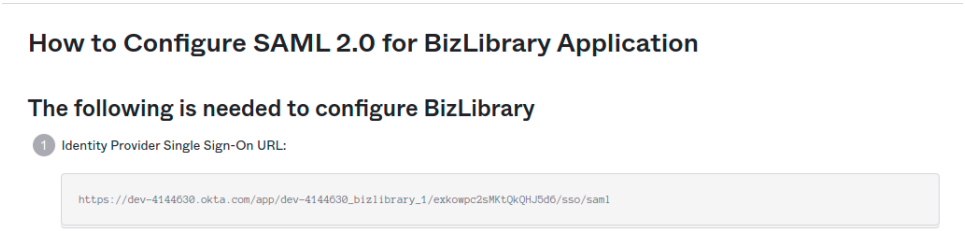


You'll see the endpoint on the next page:



Copy this url and paste it into IDP Authentication Request Endpoint: * on BizLibrary:

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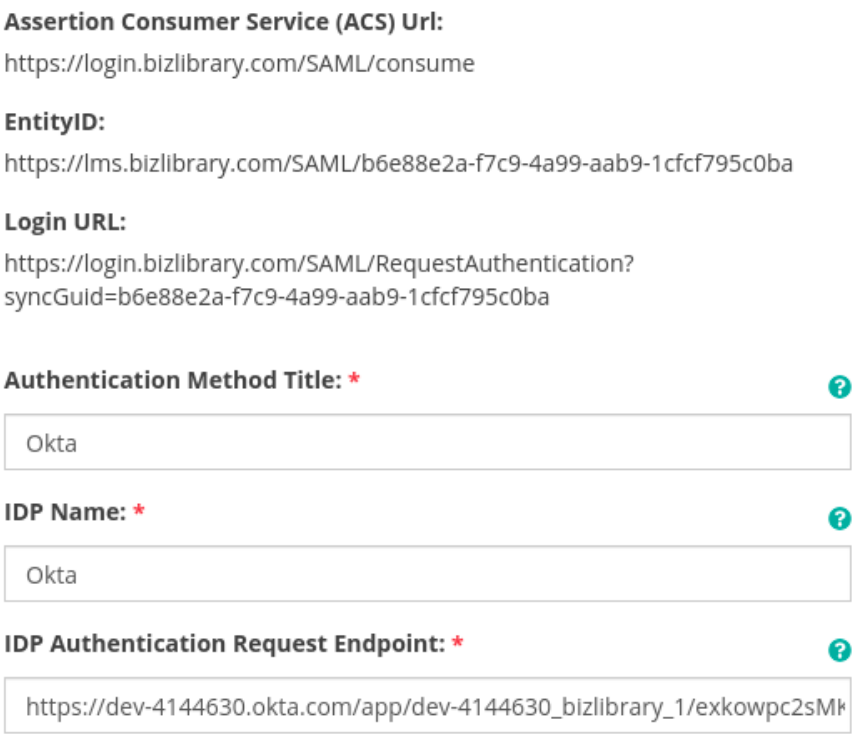

The last set up within BizLibrary is to map your assertion attributes. At least one field needs to be mapped. We recommend mapping email to username, or another mapping that makes sense for your organization.

Enter the mapping and click “Add.”

Once finished populating these fields, you are good to save.

Setting up SAML From Okta

The last step to set up SAML is to configure your Identity Provider, Okta.

Go to Applications > Applications and choose your BizLibrary app. Then go to General > SAML settings, and click edit.

You should see this screen:

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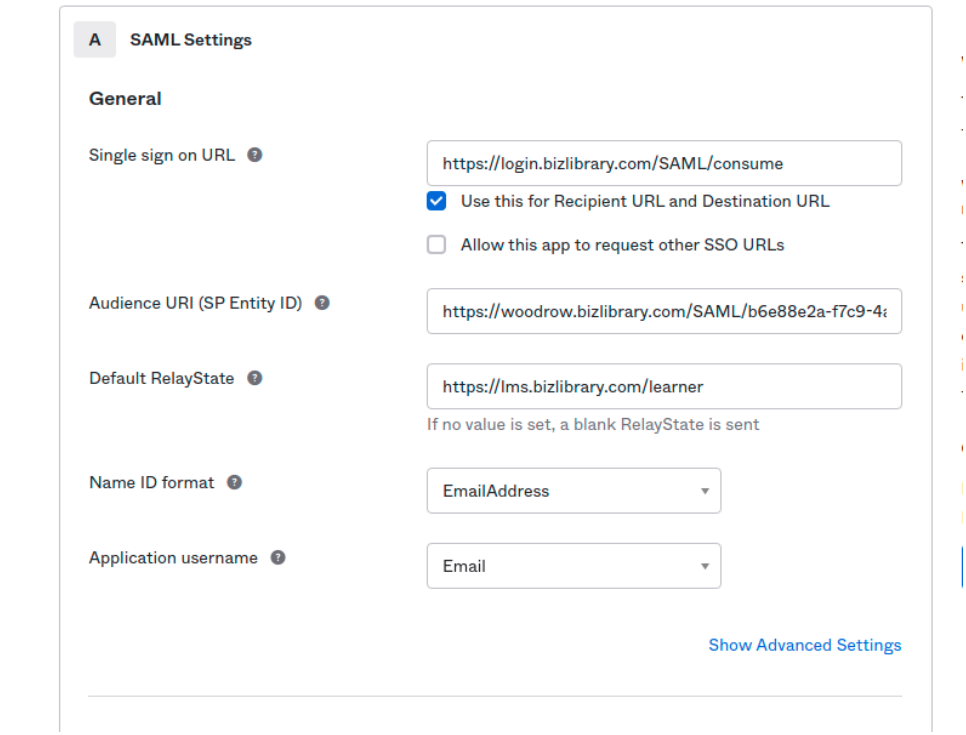
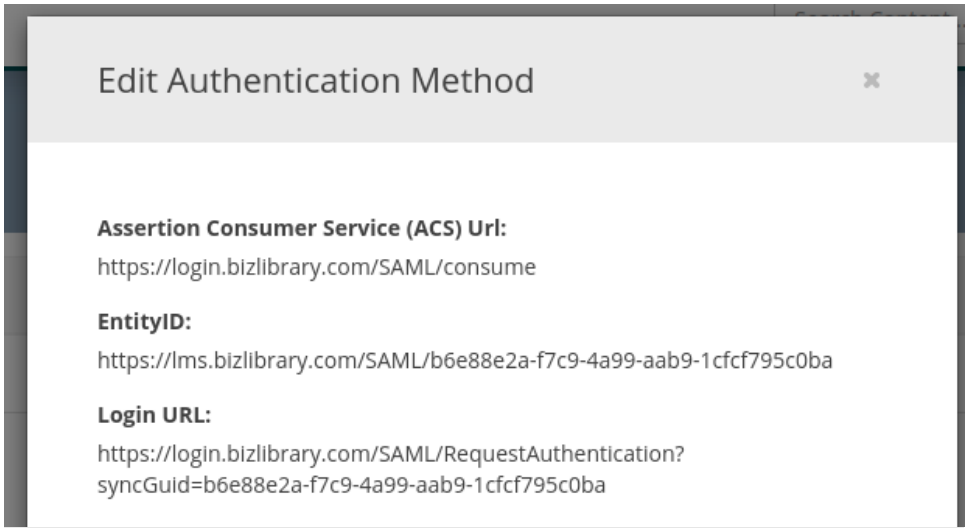


From here, add https://login.bizlibrary.com/SAML/consume as the Single Sign on URL. This is the same url for every client.

In the audience URI, copy and paste your entity ID from the Authentication page inside BizLibrary:



Then in the default RelayState, add https://lms.bizlibrary.com/learner

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Your configuration should be complete!

Enable SCIM Provisioning

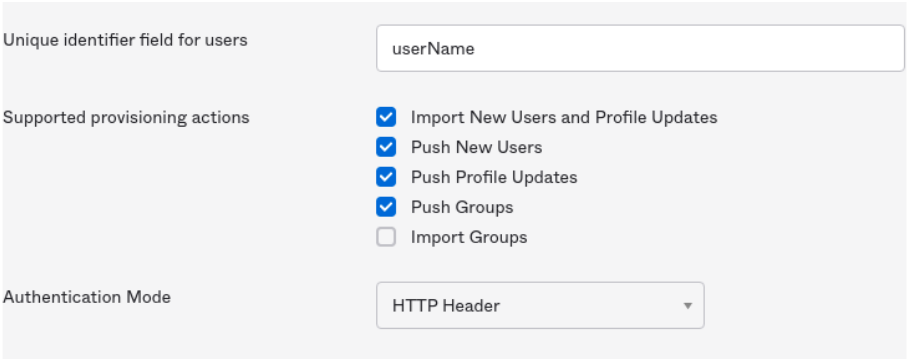
The last step is to enable provisioning. To do this, inside Okta, head to Applications > BizLibrary App > General tab > App Settings and click “Enable SCIM Provisioning”.

Now, you’ll have a Provisioning tab inside your BizLibrary Okta application.

In your unique identifier field, we recommend choosing “userName”.

You can choose any supported action, except for importing groups.

For authentication mode, choose HTTP Header.



Now, you’ll need to reach out to BizLibrary client success or support to receive a secure token, and your SCIM base url.

Once you’ve done this, you are ready to start provisioning users!

Note: User provisioning can take anywhere from 20 minutes to several hours. The duration depends on the size of your directory and the number of users in scope for provisioning.

Update time

If you do not see the intended updates in 24 hours, please contact your internal IT department or BizLibrary Support at support@bizlibrary.com or 888-315-8707.