

# Vejledning til opsætning af Microsoft 365 login & User Provisioning

# Du skal logge ind på Azure AD Administration for at oprette virksomhedens brugere og grupper, samt tildele dem passende rettigheder.

#### https://entra.microsoft.com/

## $V\! \And \! \mathsf{Applications} \to \mathsf{Enterprise} \ \mathsf{Application} \to \mathsf{All} \ \mathsf{applications} \to \mathsf{New} \ \mathsf{application}$





# Søg efter Uni-tel $\rightarrow$ Tryk på knappen "Sign up for Uni-tel A/S"

M	licrosoft Entra admin center	و م	earch resources, services, and docs (G+/)		G 🗘 🖗 🖗 🧄	mof@aadsyncfabricpro AADSYNCFABRICPRODPREVIEW
•	Azure Active Directory	^	Home > Enterprise applications   All applications > Browse Azure AD Gallery	Uni-tel A/S		×
i	Overview			🔗 Got feedback?		
8	Users	$\sim$	+ Create your own application   🖗 Got feedback?	Logo 🛈	Name * 🛈	
ĥ	Groups	$\sim$	The Azure AD App Gallery is a catalog of thousands of apps that make it eas deploying an app from the App Gallery, you leverage prebuilt templates to c		Uni-tel A/S	
8	Devices	$\sim$	process described in this article.	uni-tel	Publisher ① Uni-tel A/S	Provisioning ① Automatic provisioning supported
₿,	Applications	>	> uni-tel × Single Sign-on : All		Sinale Sian-On Mode 🕕	URL ①
	Enterprise applications		➔ Federated SSO (2) Provisioning		Linked Sign-on OpenID Connect-based Sign-on	https://beta-dashboard.one- connect.dk/
	App registrations		Showing 4 of 4 results			
8	Protect & secure	$\sim$			Uni-tel is a Danish telecommuni quality business telephony tailor	cations company that provides high- ed to the customer's needs.
:	Identity Governance	$\sim$	Uni-tel A/S Uni-tel A/S		Customer support is highly profe	essional.
ą	External Identities	$\sim$				
	Show more	•				
2	Learn & support	^	Mitel Connect	Cian un for Hei te	14/5	
		~~	<b>•</b>	Sign up for Uni-te	TA/S	

Derefter skal du logge ind med Microsoft 365.

Uni-tel The Future of Telecom
E-mail eller mobilnummer
Adgangskode
☐ Husk mig
Log ind
<u>Glemt adgangskode?</u>
Eller
←



Når du har logget ind, bliver du præsenteret for en pop-up hvor du skal acceptere anmodningen om samtykke. Hvis du er Admin skal du give samtykke på din organisations vegne, dvs. dine kollegaer.



Efter du har accepteret anmodningen, lander du på denne Uni-tel informationens side, hvor du er nægtet adgang. Dette er forventeligt, da opsætningen ikke er færdig og din bruger har ikke de rette rettigheder i Azure AD endnu.





Adgang nægtet Din bruger har ikke de nødvendige rettigheder. Kontakt din IT-administrator eller din forhandler.

Klik her for at vende tilbage til login.

Nu skal du tilbage til Azure AD for at tilføje brugere og tildele rettigheder. Vælg Enterprise applications i menuen  $\rightarrow$  Vælg Uni-tel A/S



# Vælg Users & Groups → Tryk på Add user/group

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•	Azure Active Directory	^	Home > Enterprise applications   All	applications > Uni-tel A/S s and groups …		×
(ì)	Overview		Enterprise Application		· III Demons O Hadada andardiala	
8	Users	$\sim$	III Overview	Add user/group	t i kemove 20 Opdate credentials	
ĥ	Groups	$\sim$	Deployment Plan	The application will appear for assigned use	ers within My Apps. Set 'visible to users?' to no	in properties to prevent this. $\rightarrow$
8	Devices	$\sim$	🗙 Diagnose and solve problems	Assign users and groups to app-roles for your	application here. App-roles are made availab	ble by the developer of the
₿,	Applications	^	Manage	application by using the application registration	n.	
	Enterprise applications		<ul> <li>Properties</li> <li>Owners</li> </ul>	First 200 shown, to search all users & grou	p	
	App registrations		🚨 Roles and administrators	Display Name	Object Type	Role assigned
ß	Protect & secure		Users and groups			
(3)	Identity Governance	$\sim$	Single sign-on			
đ	External Identities	$\sim$	<ul> <li>Self-service</li> </ul>			
	Show more	*	Custom security attributes (preview)			
2	Learn & support	^	Security			
		~	Conditional Access Permissions	•		



Under Users and Groups vælges "None selected" og derefter kan en person/gruppe søges frem.

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•	Azure Active Directory	^ <b>^</b>	Home > Enterprise applications   All applications > Uni-tel A/S   Users Add Assignment aadsyncfabricprodpreview	Users and groups	×
۱ ۲	Overview Users	~	Users and groups None Selected	P morten Morten Frederiksen	×
× 5	Groups Devices	~	Select a role * None Selected	MB mof@aadsyncfabricprodpreview.onmicrosoft.com Selected	
₩,	Applications Enterprise applications	^			
A	App registrations Protect & secure	~		Selected items Morten Frederiksen	Remove
i)	Identity Governance External Identities	~		<ul> <li>mot@aadsynctabricprodpreview.onmicrosoft.com</li> </ul>	
	Show more	•			
	Learn & support	~ «	Assign	Select	

Når person/gruppe er valgt, kan rollen vælges. Der er 5 forskellige roller, hvis person/gruppe skal have flere roller, skal person/gruppe vælges påny og ny rolle tildeles en efter en. Vi anbefaler, at alle brugere tildeles My One-Connect Dashboard & My One-Connect App.

(Switchboard for the One-Connect PBX)

(Android/iOS One-Connect client)

(One-Connect PBX-administration)

(Click2dial client)

- 1. My One-Connect Dashboard
- 2. My One-Connect Mobile App
- 3. One-Connect administration
- 4. Uni-Connect
- 5. Basis

(En bruger uden services, der skal vises i One-Connect)

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		- *	Home $>$ Enterprise applications   All applications $>$ Uni-tel A/S   Users and groups $>$			Se	elect	a role	×
•	Azure Active Directory	^	Add Assignment			Onl	y a single	role can be selected	
()	Overview		aadsyncfabricprodpreview		$\rightarrow$	₽ En	ter role r	name to filter items	
8	Users	$\sim$	Users and groups			My C	ne-Conr	pect Dashboard	
90 <sup>9</sup>	Groups	$\sim$	1 user selected.			Muc	ne Com	eet Mehile App	
	Gloups		Select a role *			IVIY C	me-com	ест мовле Арр	
8	Devices	$\sim$	None Selected			One-	Connect	administration	
₽	Applications	~				Uni-C	Connect		
	Enterprise applications App registrations								
≙	Protect & secure	$\sim$							
٤	Identity Governance	$\sim$							
QD	External Identities	$\sim$							
	Show more					Selecte	d Pole		
						My		act Dathboard	
2	Learn & support	~					ne-com		
		~	Assign				Select		



Når du er færdig med at tilføje brugere og tildele dem roller, skal de provisioners op mod One-Connect.

# Tryk på Provisioning

Microsoft Entra admin center	ρs	Search resources, services, and docs (G+/)		G 🖓 🔅	⑦ & mof@aadsyncfabricpro AADSYNCFABRICPRODPREVIEW
	_ ^	Home > Enterprise applications   All app	plications > Uni-tel A/S		
Azure Active Directory	^	🔜 👧 Uni-tel A/S   Users a	and groups		×
(i) Overview	1.	Enterprise Application			
A Users	$\sim$	«	+ Add user/group / Dedit assignment	🗓 Remove 🔑 Update d	credentials 🛛 🎫 Columns 🗍 …
<sup>A</sup> 𝕂 <sup>𝗛</sup> Groups	$\sim$	Deployment Plan	The application will appear for assigned user	s within My Apps. Set 'visible to	users?' to no in properties to prevent this. $ ightarrow$
🖾 Devices	$\sim$	✗ Diagnose and solve problems	Assign users and groups to app-roles for your a	oplication here. App-roles are	made available by the developer of the
Applications	^	Manage	application by using the application registration		
Enterprise applications		Properties	P First 200 shown, to search all users & gro		
		A Owners	Display Name	Object Type	Role assigned
App registrations		& Roles and administrators	MF Morten Frederiksen	User	My One-Connect Dashboard
Protect & secure	$\sim$	Users and groups	MF Morten Frederiksen	User	Uni-Connect
Identity Governance	$\sim$	Single sign-on	MF Morten Frederiksen	One-Connect administration	
間 External Identities	$\sim$	<ul> <li>Provisioning</li> <li>Self-service</li> </ul>	MF Morten Frederiksen	User	My One-Connect Mobile App
··· Show more	¥	Custom security attributes (preview)			
Learn & support	~	Security			
	~	Conditional Access			

## **Provisioning:**

- Provisionering Mode sættes til "Automatic"
- Tenant URL indtast: https://scim.one-connect.dk/scim
- Secret Token får du ved at kontakte vores Support på tlf. 6910 2200

Derefter trykkes på knappen "Test Connection" for at tjekke at din Token er valid. Husk at trykke på SAVE

м	icrosoft Entra admin center	و م	Search resources, services, and docs (G+/)	۵ 🗘	@ &	mof@aadsyncfabricpro
		- 1	Home $>$ Enterprise applications   All applications $>$ Uni-tel A/S   Provisioning $>$ Uni-tel A/S   Overview $>$			
-	Azure Active Directory	^	Provisioning			×
()	Overview	1.				
8	Users	$\sim$	Save X Discard			A
ĥġŝ	Groups	~	Provisioning Mode			
æ	Devices	$\sim$	Automatic V			
₿	Applications	^	Use Azure AD to manage the creation and synchronization of user accounts in Uni-tel A/S based on user and group assignment.			
	Enterprise applications					
	App registrations		∧ Admin Credentials			
A	Protect & secure	$\sim$	Admin Credentials Azure AD needs the following information to connect to Uni-tel A/S's API and synchronize user data.			
۲	Identity Governance	$\sim$	Tenant URL * ①			
ą	External Identities	$\sim$				
	Show more	-	Secret Token			
-		_	Test Connection			
2	Learn & support	^	✓ Mappings			
		~				<b>~</b>

Det er vigtigt, at du lukker denne side ned på 'X ' og herefter trykker Start Provisioning i næste vindue.

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•	Azure Active Directory	^ ^	Home > Enterprise applications   All applications > Uni-tel A/S   Provisioning > Uni-tel A/S   Overview > Provisioning				$\rightarrow$ $\propto$
(i)	Overview						· _
8	Users	$\sim$	🛱 Save 🗙 Discard				A
ĥŖ <sup>e</sup>	Groups	$\sim$	Provisioning Mode				
Ð	Devices	$\sim$	Automatic V				
₿.	Applications	^	assignment.				
	Enterprise applications						



Nu bliver dine brugere og/eller grupper synkroniseret fra AD'et til One-Connect. Husk selve synkroniseringen kan tage 40 min.

Herefter kan du logge ind i One-Connect hvor du blandt andet har mulighed for at rette og tilføje lokal- og mobilnumre i multi-redigeringsværktøjet.

# Vil du vide mere kan du læse Microsofts egen vejledning til Uni-tels provisionering

https://learn.microsoft.com/da-dk/azure/active-directory/saas-apps/uni-tel-as-provisioning-tutorial

# Vi sidder klar ...

Du er altid velkommen til at kontakte vores Support på tlf. 6910 2200, hvis du har spørgsmål til guiden.