



Oracle Taleo Business Edition

Oracle Taleo Business Edition (TBE) to Oracle Learn Cloud Single-Sign On (SSO) set up guide.

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Hardware and Software, Engineered to Work Together

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Advisory

- You should always ensure that you are working with the latest version of this document by getting the current version at this link:
<http://www.oracle.com/technetwork/documentation/default-1841567.html>
- You should also review the Overview and Things to Consider section of this document to decide if this feature will work for your organization.

Overview

The TBE to Learn Single Sign On (SSO) is a self-service set up that may be enabled by a user/users with administration access to both TBE and Learn. Single Sign On from TBE can be set up to **only one** Learn Center within the Learn environment.

This feature can be set-up along with the TBE Employees to Learn Users data synchronization. The corresponding set up guide: *'Oracle Taleo Business Edition Employees to Oracle Learn Users Data Synchronization Set-Up Guide'* can be found at this link:

<http://www.oracle.com/technetwork/documentation/default-1841567.html>

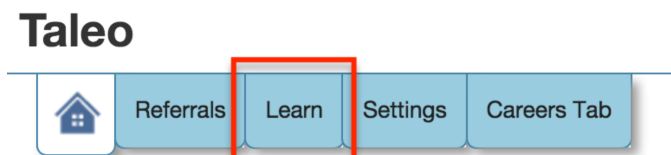
Once the TBE and Learn configuration steps are completed in both TBE and Learn, TBE Users and TBE Employees will be able to Single Sign On into the defined Learn Center from the TBE Application, TBE Talent Centers and the TBE Employee Websites.

TBE Users can click on the Learn tab in the TBE Menu. In doing so, the TBE User will be logged into Learn as the TBE Employee that is linked to their TBE User.



TBE Employees, in the Talent Center or Employee Website, can click on the Learn tab in the EWS Menu or Learn link in the Talent Center header. In doing so, the TBE Employee will be logged into Learn.

Employee Website:



Talent Center:



- The Learn tab will only appear if an Active Learn Connection exists in TBE.
- The Learn User will be created in Learn and assigned membership to the specified Learn Center if one is found to not already exist; matching is done on the TBE Employee ID to Learn Standard Field Employee ID.
- Learn will be opened in a separate browser window.
- TBE Users will only successfully access Learn if they have a TBE Employee record linked to their TBE User.

Things to Consider

When considering whether or not to implement this feature, the following issues should be considered before moving forward.

1. Are your Employees already logging into Oracle Learn Cloud?

When TBE to Learn SSO is enabled, Oracle Learn Cloud will create a new Learn User if an existing Learn User is not found based on the primary key comparison set up in the Learn Connection Configuration. Otherwise, the TBE Employee will be linked to the Learn User and logged in as this user.

To avoid having 'duplicate' Learn Users created as a result of TBE Employees logging into Learn via SSO, a review of the data should be done before the service is enabled. The values of the matching fields from the TBE Employees and the existing Learn Users should be reviewed accuracy and corrected if needed.

2. Are your Employees accessing Oracle Learn Cloud using any other Single Sign On (SSO) identity provider?

Oracle Learn Cloud support Single Sign On (SSO) into a Learn Center, or any of it's Sub-Learn Centers, from a single Identity Provider.

If SSO is already set up for Employee access to Oracle Learn Cloud from another Identity Provider (IDP). SSO from TBE to Learn will only be possible to a Learn Center that is not already SSO enabled and is not a child Sub Learn Center of an SSO enabled Learn Center.

In this case, TBE to Learn SSO would need to be to a new Learn Center that is not SSO enabled or that is not below any Learn Center that is SSO enabled.

TBE to Learn SSO may not be beneficial in this set up.

3. Will you Employees need to access Oracle Learn Cloud directly, not just from TBE?

When Single Sign On is enabled for a Learn Center in Oracle Learn Cloud, an alternate access URL is automatically made available and must be used to access the Learn Center directly. The previous URL will no longer work.

If your employees are already accessing Learn, the manual access URL they use will need to be changed. This change should be fully communicated to your Learn User base prior to enabling SSO.

Additional details can be found here:

<http://help.learn.taleo.net/Content/Products/Integrations/Learn%20SSO/SO%20Alternative%20Access.htm>

- **Do only some TBE Employees want to access the Learn Center via SSO?**
Once Single Sign On (SSO) is set up from TBE Talent Center to a Learn Center, all Employees accessing a TBE Talent Center will be able to access Learn from the Talent Centers.

Setting up per user or set of users is not currently supported from the Talent Center.

Set Up Prerequisites

Before the TBE to Learn SSO can be set up, certain pre-requisite configuration will need to be performed on both TBE and Learn.

Enable Learn Integration for TBE Zone

- Customers must log a Service Request with Oracle Support providing their Learn URL and TBE Company Code requesting that the Learn Integration Service be enabled.
- Once Oracle Support has enabled the service, users with the Administrator role will have access to the UIs in TBE that allows them to configure the TBE to Learn SSO.

TBE to Learn SSO Configuration UI

If Learn Integration service is enabled for a TBE Zone, TBE Administrators will have access to 'Learn Integration' under Administration → Organization.



Administration: Organization Setup

[Back To Administration](#)

Configure and maintain your locations, company information and system settings.

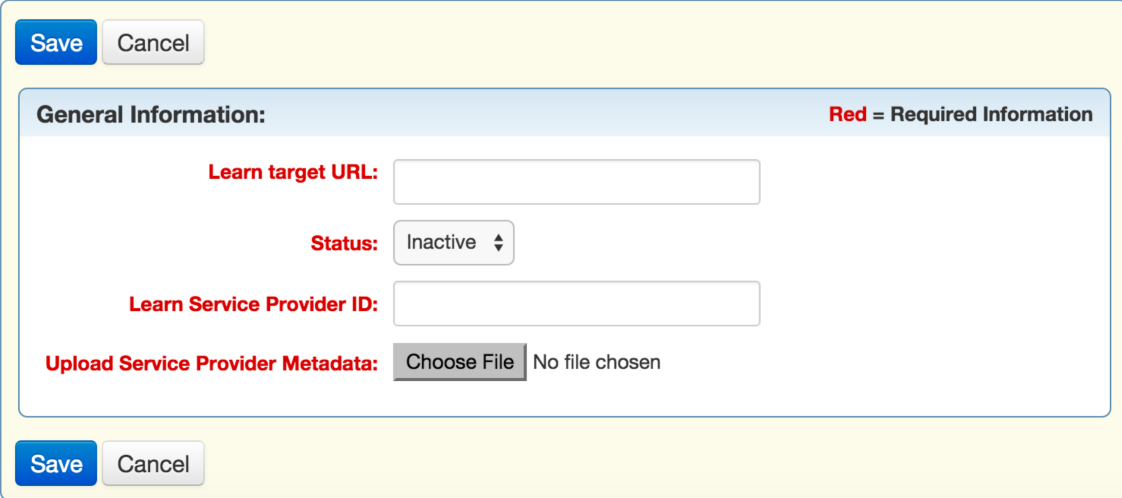
- **Company Profile** : Configure company information and default settings.
- **System & Email Settings** : Configure system options and email settings.
- **Security Level** : Configure system security level currently set to **Custom**.
- **Single Sign-On** : Configure Single Sign-On Service
- **Fusion Integration** : Configure Fusion HCM Integration
- **Region, Location, Division and Department Settings** : Configure company Regions, Locations, Divisions and Departments
- **Company Goals** : Configure company goals
- **Learn Integration** : Configure Learn Integration

Following the 'Learn Integration' link will take the TBE Administrator to the 'Learn Integration: Connection Setup' UI where the Administrator will enter the information for the Learn environment to which the SSO for Employees should occur.

Learn Integration: Connection Setup

Before setting up the connection. You should:

1. Record the Learn target URL and Learn Service Provider ID needed for the connection.
2. Retrieve and save the Service Provider Metadata from the Learn instance.



Save Cancel

General Information: Red = Required Information

Learn target URL:

Status: Inactive ▾

Learn Service Provider ID:

Upload Service Provider Metadata: Choose File No file chosen

Save Cancel

Learn Set Up Prerequisites

Before a connection is set up in TBE, there is information that is required about the Learn environment that must be known. This will require first accessing the Learn environment to set up and retrieve the information. The TBE Administrator will need to have Specifically the Learn URL, Learn Service Provider ID and the Learn SP Metadata. How to use this information will be covered in the configuration steps below.



1. Create the Learn Center that **all** Employees will be taken to via the SSO from TBE. Record the full URL to the Learn Center.

Learn Center URL: _____

Sub LearnCenters

▼ Sub LearnCenter Filter

Currently showing only active Sub LearnCenters




 - Indicates inactive Sub LearnCenters
 - Indicates active Sub LearnCenters

Show All

▼ Sub LearnCenters

 Add Sub LearnCenter

1 sub learncenter available, showing 1-1

| Sub LearnCenter | | Actions |
|-----------------|---|---|
| home/TBEPMG |  |   |



1 sub learncenter available, showing 1-1

Configuration Process Overview

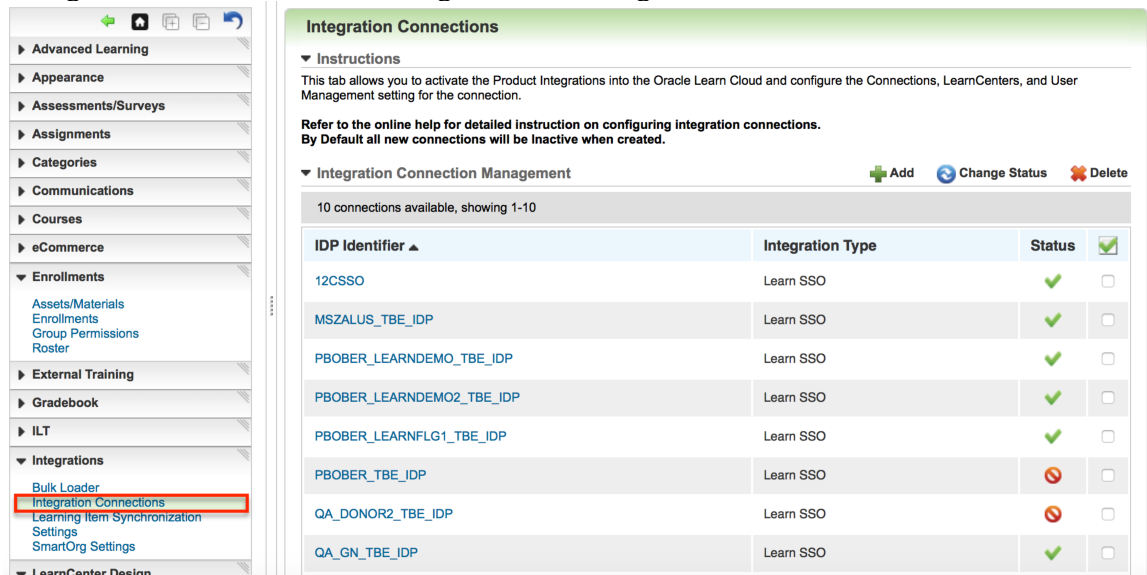
The process of successfully setting up a TBE to Learn SSO connection currently requires set up in both systems in a particular sequence. The sequential steps are covered below:

- Step 1: Retrieve SP Metadata from Learn
- Step 2: Create connection in TBE
- Step 3: Export the SSO Certificate from TBE
- Step 4: Complete configuration of the Connection in Learn
- Step 5: Set the Learn Center for the Connection in Learn
- Step 6: Configure User Management for the Connection in Learn
- Step 7: Activate the Connection in Learn

Configuration Steps

Step 1: Retrieve SP Metadata from Learn

- Log into Learn as an Administrator.
- Navigate to Control Panel → Integrations → Integration Connections



The screenshot displays the 'Integration Connections' page in the Oracle Learn Cloud Control Panel. The left sidebar shows the navigation menu with 'Integration Connections' highlighted. The main content area shows a table of 10 integration connections with columns for IDP Identifier, Integration Type, and Status.

| IDP Identifier ▲ | Integration Type | Status | |
|---------------------------|------------------|--------|--------------------------|
| 12CSSO | Learn SSO | ✓ | <input type="checkbox"/> |
| MSZALUS_TBE_IDP | Learn SSO | ✓ | <input type="checkbox"/> |
| PBOBER_LEARNDEMO_TBE_IDP | Learn SSO | ✓ | <input type="checkbox"/> |
| PBOBER_LEARNDEMO2_TBE_IDP | Learn SSO | ✓ | <input type="checkbox"/> |
| PBOBER_LEARNFLG1_TBE_IDP | Learn SSO | ✓ | <input type="checkbox"/> |
| PBOBER_TBE_IDP | Learn SSO | ✗ | <input type="checkbox"/> |
| QA_DONOR2_TBE_IDP | Learn SSO | ✗ | <input type="checkbox"/> |
| QA_GN_TBE_IDP | Learn SSO | ✓ | <input type="checkbox"/> |

- In Integration Connections UI, click 'Add' to create a new connection record.

Integration Connections

▼ **Instructions**

This tab allows you to activate the Product Integrations into the Oracle Learn Cloud and configure the Connections, LearnCenters, and User Management setting for the connection.

Refer to the online help for detailed instruction on configuring integration connections.
By Default all new connections will be inactive when created.

▼ **Integration Connection Management** + Add ↻ Change Status ✖ Delete

- Enter values for all of the required fields and click 'Save'. **Note:** at this point the fields are just being populated because a connection must exist in order to retrieve the Learn SP Metadata file. This connection may or may not be the one that is actually used for the TBE to Learn SSO.

Add Integration Connection ← Back to Integrations Save

Settings | LearnCenters | User Management | Logging

▼ **Instructions** * Indicates required field

This tab allows you to configure the integration connection details.
Refer to the online help for detailed instruction on configuring integration connections.

▼ **Details**

Integration Type: Learn SSO

IDP Identifier * : AAA Test

Description:

Protocol * : SAML 2.0

Unique Identifier * : IDP Unique Identifier: test, Learn Unique Identifier: Employee ID

Authentication URL * : http://

Logout Page URL:

Error Page URL:

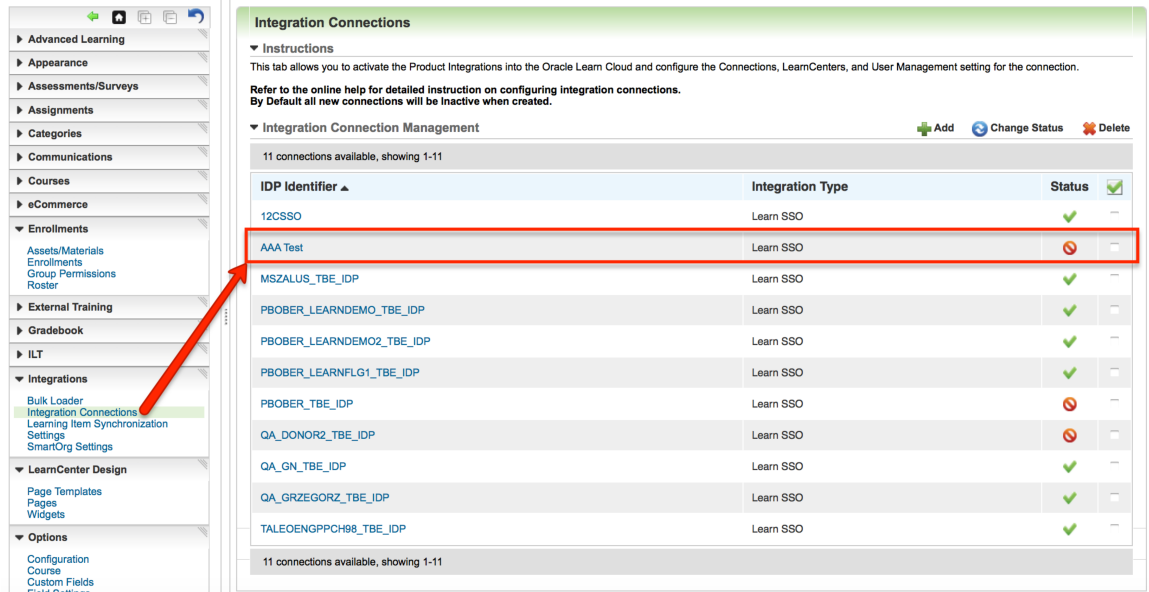
▼ **Security**

SSO Certificate * : Choose File | no file selected

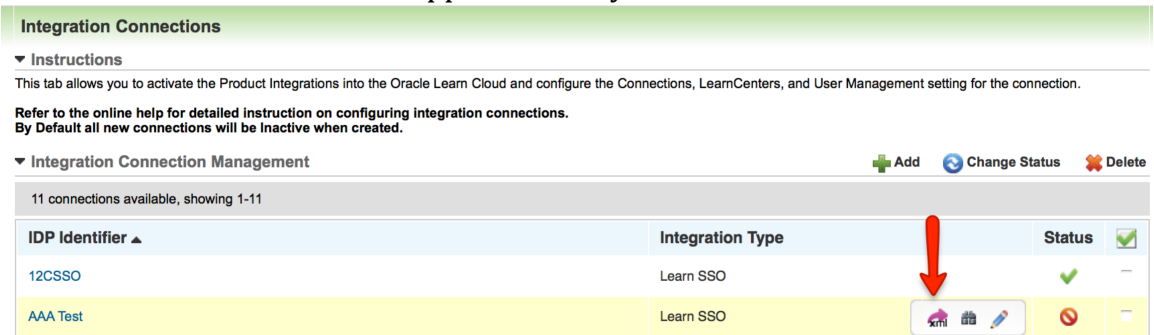
Existing Certificates * : public.bin.cert

← Back to Integrations Save

- Once saved, click on 'Integration Connections' in the Control Panel menu. The new connection will be in the list of Connections.



- Click on the 'XML' button that appears when you hover over the connection.



- The Learn SP Metadata file will be downloaded to your desktop.
- Record the Learn Service Provider ID value from the metadata file. The value in the entityID field.

```
<md:EntityDescriptor xmlns:md="urn:oasis:names:tc:SAML:2.0:metadata" ID="id-PVwdLzWiMoWfyZxeJQXqdsYIg8Y-"
cacheDuration="P0Y0M30DT0H0M0.0S" entityID="http://stgsptsso.learn.taleo.net/fed/sp"
validUntil="2016-02-18T19:23:14Z"><md:SPSSODescriptor AuthnRequestsSigned="false" WantAssertionsSigned="true"
protocolSupportEnumeration="urn:oasis:names:tc:SAML:2.0:protocol"><md:KeyDescriptor use="signing"><dsig:
KeyInfo xmlns:dsig="http://www.w3.org/2000/09/
xmldsig#"><dsig:X509Data><dsig:X509Certificate>MIICOTCCAaKgAwIBAgIBKzANBgkqhkiG9w0BAQQFADBAMT4wPAYDVQQDEzVzch
```

Learn Service Provider ID: _____

Step 2: Create connection in TBE

The connection record in TBE can now be created. You will need access to the metadata.xml file downloaded from Learn in Step 1 above.

- Log into TBE as an Administrator.
- Navigate to Administration → Organization → Learn Integration
- Provide the information for the required fields:
 - Learn URL – the target URL of the Learn Center that Employees would be logged into via SSO. Base URL + Home + Learn Center Name.
Example: <https://stgtstlearnspt.learn.taleo.net/home/MTCDemo>
 - Status – set to Active if the Learn tab is to appear for ATS and EWS after the connection is saved.
 - Learn Service Provider ID – this is available in the Metadata file that was downloaded from Learn.

```
<md:EntityDescriptor xmlns:md="urn:oasis:names:tc:SAML:2.0:metadata" ID="id-PVvdLzWiMoWfyZxeJQXqdsYig8Y--"
cacheDuration="P0Y0M30DT0H0M0.0S" entityID="http://stgsptsso.learn.taleo.net/fed/sp"
validUntil="2016-02-18T19:23:14Z"><md:SPSSODescriptor AuthnRequestsSigned="false" WantAssertionsSigned="true"
protocolSupportEnumeration="urn:oasis:names:tc:SAML:2.0:protocol"><md:KeyDescriptor use="signing"><dsig:
KeyInfo xmlns:dsig="http://www.w3.org/2000/09/
xmldsig#"><dsig:X509Data><dsig:X509Certificate>MIICOTCCAaKgAwIBAgIBKzANBgkqhkiG9w0BAQQFADBAMT4wPAYDVQQDEzVzch
```

- Service Provider Metadata – Upload the metadata.xml file retrieved from the Learn Environment.

Learn Integration: Connection Setup

Before setting up the connection. You should:

1. Record the Learn target URL and Learn Service Provider ID needed for the connection.
2. Retrieve and save the Service Provider Metadata from the Learn instance.

Save Cancel

General Information: Red = Required Information

Learn target URL:

Status:

Learn Service Provider ID:

Upload Service Provider Metadata: Metadata.xml

Save Cancel

- Click 'Save'.

- The Learn SSO connection will be saved. TBE will generate an 'IDP Identifier' and 'Authentication URL' that will both be needed to complete the configuration on the Learn side.
- Record the values needed for input into Learn:

IDP Identifier: _____

Authentication URL: _____



Learn Integration: Connection Setup

[Back to Organization Setup](#)

Before setting up the connection. You should:

1. Record the Learn target URL and Learn Service Provider ID needed for the connection.
2. Retrieve and save the Service Provider Metadata from the Learn instance.

Edit
Export SSO Certificate
Regenerate SSO Certificate

General Information:

Learn target URL: **https://stgtstlearnspt.learn.taleo.net/home/MTCDemo**

Learn Service Provider ID: **http://stgsptsso.learn.taleo.net/fed/sp**

IDP Identifier: **MCOOK_TBE_IDP**

Authentication URL: **https://chj.tbe.taleo.net/dispatcher/idp?orgCode=MCOOK**

Status: **Active**

Edit
Export SSO Certificate
Regenerate SSO Certificate

- **Note:** At this point the 'Learn' Tab within the TBE menu structure becomes visible. The set up is not yet complete however. The additional setup steps should be completed before using the link to Learn from TBE (It will not work until all steps completed).

Step 3: Export the SSO Certificate from TBE

In TBE the Administrator can export the SSO Certificate for upload into Learn.

- Navigate to Administration → Organization → Learn Integration.
- Click the 'Export SSO Certificate' button. The certificate will be downloaded to your desktop.



Learn Integration: Connection Setup

[Back to Organization Setup](#)

Before setting up the connection. You should:

1. Record the Learn target URL and Learn Service Provider ID needed for the connection.
2. Retrieve and save the Service Provider Metadata from the Learn instance.

Edit **Export SSO Certificate** Regenerate SSO Certificate

General Information:

Learn target URL: **https://stgtstlearnspt.learn.taleo.net/home/MTCDemo**

Learn Service Provider ID: **http://stgsptsso.learn.taleo.net/fed/sp**

IDP Identifier: **MCOOK_TBE_IDP**

Authentication URL: **https://chj.tbe.taleo.net/dispatcher/idp?orgCode=MCOOK**

Status: **Active**

Edit **Export SSO Certificate** Regenerate SSO Certificate

Step 4: Complete configuration of the Connection in Learn

The Learn administrator will not complete the configuration of the connection in Learn. A new Learn Integration connection can be created, or the one created in Step 1 above can be edited with the TBE information.

- Go to Control Panel → Integrations → Integration Connections
- Update/Enter the information for the connection:
 - **IDP Identifier** → Enter the value from the TBE Connection from the previous step.
 - **Unique Identifier:**
 - **IDP Identifier:** enter **TBE.Employee.id**
 - **Learn Unique Identifier:** select the Learn field **Employee ID**
 - **Authentication URL:** Enter the value from the TBE Connection from the previous step.
 - **SSO Certificate:** Upload the certificate exported from TBE in the previous step.
- Click 'Save'

Edit Integration Connection [Back to Integrations](#) [Save](#)

Settings LearnCenters User Management Logging

Instructions * Indicates required field
This tab allows you to configure the integration connection details.
Refer to the online help for detailed instruction on configuring integration connections.

Details

Integration Type: Learn SSO

IDP Identifier * : MCOOK_TBE_IDP

Description:

Protocol * : SAML 2.0

Unique Identifier * : IDP Unique Identifier: test, Learn Unique Identifier: TBE USER UD

Authentication URL * : https://chj.tbe.taleo.net/dispatcher/idp?orgCode=MCOOK

Logout Page URL:

Error Page URL:

Security

SSO Certificate * : Choose File: certificateBinary.cer

Existing Certificates * : public.bin.cert

[Back to Integrations](#) [Save](#)

Step 5: Set the Learn Center for the Connection in Learn

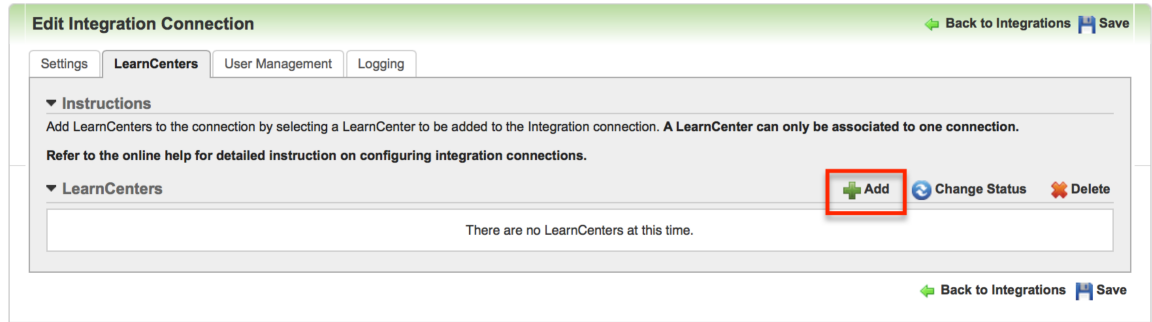
- Click on the 'Learn Centers' tab.

Edit Integration Connection [Back to Integrations](#) [Save](#)

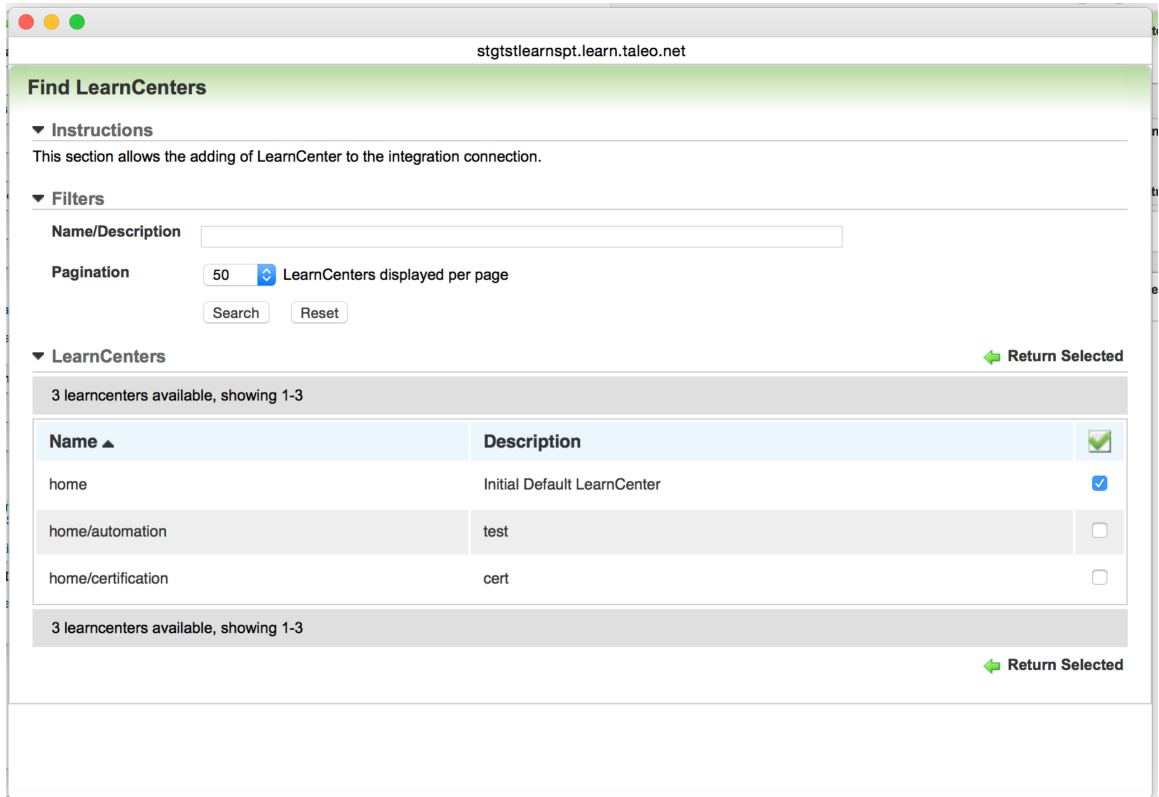
Settings **LearnCenters** User Management Logging

Instructions * Indicates required field
This tab allows you to configure the integration connection details.

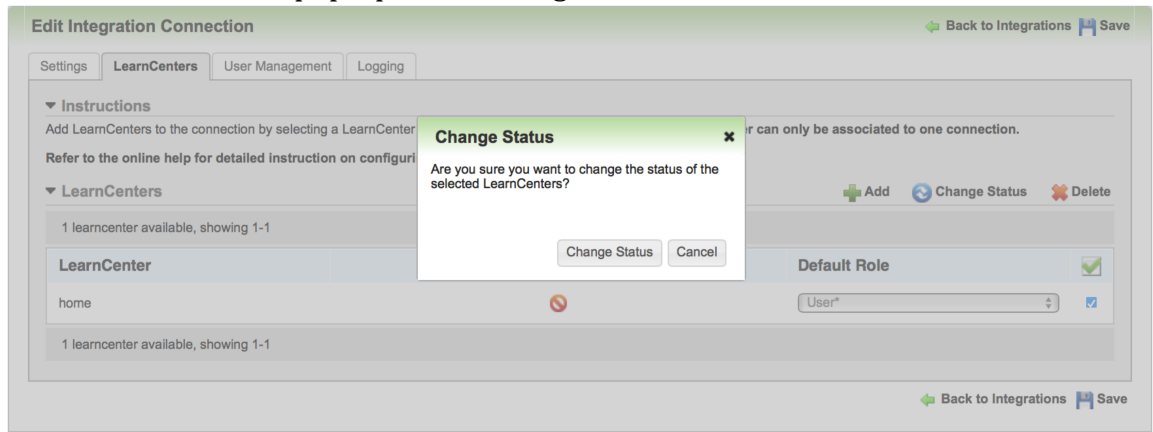
- In the 'Learn Centers' tab, click the 'Add+' button



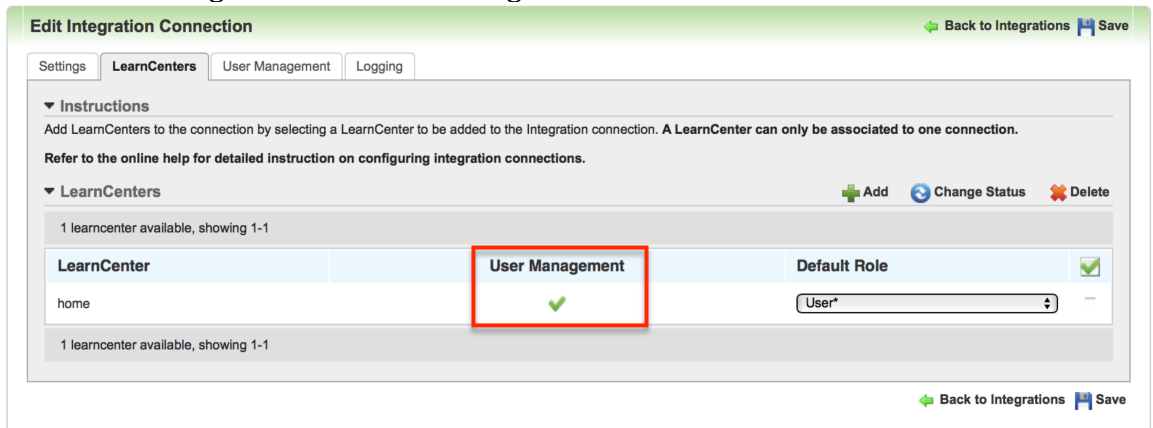
- Select the Learn Center, matching the value set in the TBE connection, to which the SSO will connect and click 'Return Selected' button. **NOTE:** The Learn Center will have to be set up prior to configuring the TBE to Learn SSO in Control Panel→Sub LearnCenters



- Back on the 'Learn Centers' tab, select the Learn Center row and click 'Change Status' button. In the pop-up, click 'Change Status'.



- The User Management icon will change to active icon.



- Click 'Save'

Step 6: Configure User Management for the Connection in Learn

The required field mappings for the User Management must be set up.

- Click on the 'User Management' tab

Edit Integration Connection Back to Integrations Save

Settings **LearnCenters** **User Management** Logging

Instructions
Add LearnCenters to the connection by selecting a LearnCenter to be added to the Integration connection. A LearnCenter can only be associated to one connection.
Refer to the online help for detailed instruction on configuring integration connections.

LearnCenters Add Change Status Delete

1 learncenter available, showing 1-1

| LearnCenter | User Management | Default Role | |
|-------------|-----------------|--------------|---|
| home | ✓ | User* | ✓ |

1 learncenter available, showing 1-1

Back to Integrations Save

- Enter the two required mappings for the TBE to Learn SSO.

| Learn Center | IDP Field | User Field |
|--------------|--|-------------|
| All | TBE.Employee.id | Employee ID |
| All | <<TBE FIELD that is mapped to Learn Username>>** | Username |

** IDP Fields that can be entered for mapping to username.

- TBE.Employee.id
- TBE.Employee.employeeNumber
- TBE.Employee.ewsLogin → This is probably the best
- TBE.Employee.email
- TBE.Employee.firstName
- TBE.Employee.lastName
- TBE.Employee.middleInitial

Other IDP fields can be mapped to User Fields to be populated when the User record is created via SSO.

Edit Integration Connection Back to Integrations Save

Settings **LearnCenters** **User Management** Logging

Instructions
When user management has been activated for a LearnCenter in the SSO connection the field mapping will need to be completed for each of the following values:
The Learn SSO User management will support up to a maximum of 50 user fields

User Fields Add Delete

| LearnCenter | IDP Field | User Field | |
|-------------|-----------------------|---------------|---|
| All | TBE.Employee.id | * TBE USER UD | ✓ |
| All | TBE.Employee.ewsLogin | Username | ✓ |

Back to Integrations Save

- Click 'Save'

Step 7: Activate the Connection in Learn

- Click on 'Integration Connections' in the Control Panel menu.
- Select the Connection record/row and click the 'Change Status' button.
- In the pop-up, click 'Change Status' to confirm.

The screenshot shows the 'Integration Connections' management page. A modal dialog box titled 'Change Status' is open, asking 'Are you sure you want to change the status of the selected connections?'. The dialog has two buttons: 'Change Status' and 'Cancel'. In the background, a table lists connections with columns for 'IDP Identifier', 'Integration Type', and 'Status'. The 'MCOOK_TBE_IDP' connection is highlighted, and its status icon is a red circle with a slash, indicating it is inactive.

| IDP Identifier | Integration Type | Status |
|--------------------------|------------------|----------------------------------|
| 12CSSO | Learn SSO | Active (Green checkmark) |
| MCOOK_TBE_IDP | Learn SSO | Inactive (Red circle with slash) |
| MSZALUS_TBE_IDP | Learn SSO | Active (Green checkmark) |
| PBOBER_LEARNDEMO_TBE_IDP | Learn SSO | Active (Green checkmark) |

- The Status icon will change to Active

The screenshot shows the same 'Integration Connections' management page. The 'MCOOK_TBE_IDP' connection's status icon has changed from a red circle with a slash to a green checkmark, indicating it is now active. A red box highlights this green checkmark.

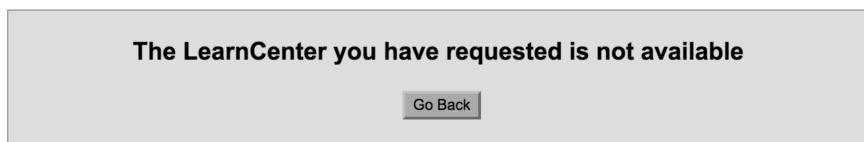
| IDP Identifier | Integration Type | Status |
|-----------------|------------------|--------------------------|
| 12CSSO | Learn SSO | Active (Green checkmark) |
| MCOOK_TBE_IDP | Learn SSO | Active (Green checkmark) |
| MSZALUS_TBE_IDP | Learn SSO | Active (Green checkmark) |

Troubleshooting

- **User clicks Learn tab in TBE/ATS**
 - **Learn does not open in separate browser window.**

Browser settings may prevent opening of new browser window. Popup Blocker may be active.
 - **Learn Center does not exist.**

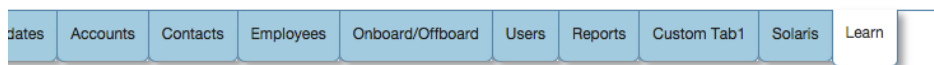
The Learn Center URL in the TBE configuration is not correct. OR The Learn Center in Learn no longer exists. Reconfiguration must be done to ensure matching of URL on both sides.



- **Learn Center exists but is not the one configured for SSO from TBE in Learn from this TBE Zone.**

The Learn Center URL in the TBE configuration is not correct. OR The Learn Center in Learn no longer exists. Reconfiguration must be done to ensure matching of URL on both sides.
- **User does not have an associated Employee record.**

Users must have an associated Employee record in TBE. The Employee records are used to keep in sync with the Learn Users. SSO must know the Employee to determine which user to log into Lear as or whether to create a new Learn User or not.



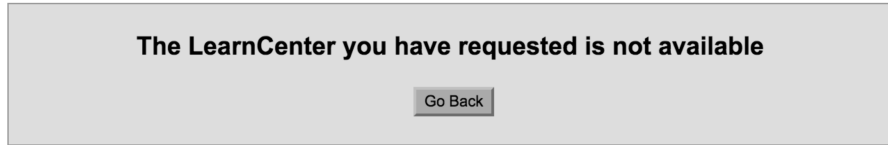
You must have an associated Employee record in Active status to use this feature.

- **Employee clicks Learn Tab in EWS or Learn link in Talent Center.**
 - **Learn does not open in separate browser window.**

Browser settings may prevent opening of new browser window. Popup Blocker may be active.
 - **Learn Center does not exist.**

The Learn Center URL in the TBE configuration is not correct. OR The Learn Center in Learn no longer exists.

Reconfiguration must be done to ensure matching of URL on both sides.



- **New Learn User is not created for first access.**
User Management may not be configured in Learn Connection correctly.

Document History

| Date | Changed By | Comments | Version |
|-------------|-------------------|--|----------------|
| 6/27/2016 | Mark Cook | <ul style="list-style-type: none">• Initial version | 16B1_V1 |
| 10/12/2016 | Mark Cook | <ul style="list-style-type: none">• Clarified what information needs to be provided in the Service Request to Oracle Support to enable the Learn Integration service in TBE.• Added the Things to Consider section. | 16B2_V1 |