How To Configure Office 365 Sso Login In CrownSIS

Overview

Microsoft Office 365-based Single Sign-On (SSO) is now available in CrownSIS. This guide will help you set up and enable SSO so that users can log in with their Microsoft credentials.

Step 1: Register Your App in Microsoft Azure

1. Go to the Azure Portal.
2. Sign in using your Microsoft credentials.
3. In the left sidebar, click **“Microsoft Entra ID”**.

4. Select **“App registrations”** and click on **“New registration”**.
5. Provide a **name** for your app.
6. Set the application type as **SPA (Single Page Application)**.
7. Under **Redirect URI** , enter the CrownSIS redirect URL:
`https://<your-school-subdomain>.CrownSIS.net/school/dashboards ![](https://lh7-rt.googleusercontent.com/slidesz/AGV_vUfMPIxwBBUoMUpeNmxn-GmvkccY-2HWzb15zG1ujf1ALQjiY0Z7xe9qmpuWVcSCzdge3gPq5qnRQNZqrFXTvABy_gkOEW5TbZHSiD1cqfg75CtMZEMaYeVYIVF1Y1uxibGFZC8RJQ=s2048?key=Pkev8a6txLJ5oDHbzC2zCnep)`
8. Click **Register**.

Step 2: Copy Required IDs

Once the app is registered:

- Copy the following and store them safely:
  - **Application (client) ID**
  - **Object ID**
  - **Directory (tenant) ID**

You will need these values in the CrownSIS SSO settings screen.



Step 3: Configure SSO Settings in CrownSIS

1. Log in to your CrownSIS Admin portal.
2. Navigate to: **Tools > SSO Settings > Office 365**
3. Enter the IDs copied from Azure:
   - Application Client ID
   - Object ID
   - Directory Tenant ID
   - Redirect URL (same as above)
4. Toggle **Allow SSO Login** to **ON**.
5. Click **Submit**.

Step 4: Invite or Create Users in Microsoft Azure

- You can either **create** a new user or **invite** an existing user to your Azure Active Directory.

  

- The user will receive an **invitation email**.
- On acceptance, Microsoft will initiate a quick **authentication setup**.
- During setup, the user may need to verify via the **Microsoft Authenticator App**. If it's a personal Microsoft account, select **“Personal”** during authentication.

Step 5: Login Experience

Once configured:

- Users will now see the Microsoft login option on your CrownSIS login screen.
- Upon clicking, they will be redirected to Microsoft login.
- After successful authentication, they will land on the CrownSIS dashboard.

Revision #8
Created 2026-01-26 21:02:17 UTC by Administrator
Updated 2026-01-26 22:06:31 UTC by Administrator