

**Oracle Financial Services Revenue
Management and Billing Cloud
Service**

OR

**Oracle Insurance Revenue
Management and Billing Cloud
Service**

Release 8.1.1

End-User Onboarding Using IDCS

Revision 1.1

F83880-01

July 2023

Oracle Financial Services Revenue Management and Billing Cloud Service/Oracle Insurance Revenue Management and Billing Cloud Service Release 8.1.1 End-User Onboarding Using IDCS

Note: To improve the content readability, the above two products are collectively referred to as Oracle Revenue Management and Billing Cloud Service throughout this document.

F83880-01

Copyright Notice

Copyright © 2014, 2024, Oracle and/or its affiliates.

License Restrictions

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish, or display any part, in any form, or by any means. Reverse engineering, disassembly, or de-compilation of this software, unless required by law for interoperability, is prohibited.

Warranty Disclaimer

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

Restricted Rights Notice

If this is software, software documentation, data (as defined in the Federal Acquisition Regulation), or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs) and Oracle computer documentation or other Oracle data delivered to or accessed by U.S. Government end users are "commercial computer software," "commercial computer software documentation," or "limited rights data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, reproduction, duplication, release, display, disclosure, modification, preparation of derivative works, and/or adaptation of i) Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs), ii) Oracle computer documentation and/or iii) other Oracle data, is subject to the rights and limitations specified in the license contained in the applicable contract. The terms governing the U.S. Government's use of Oracle cloud services are defined by the applicable contract for such services. No other rights are granted to the U.S. Government.

Hazardous Applications Notice

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

Trademark Notice

Oracle, Java, MySQL, and NetSuite are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Inside are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Epyc, and the AMD logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

Third-Party Content, Products, and Services Disclaimer

This software or hardware and documentation may provide access to or information about content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

Preface

About This Document

This document explains how to setup the security administrator account for the ORMB Cloud Service. It explains how to manage users and user groups for the ORMB Cloud Service. In addition, it explains how to import and export bulk users and user groups for the ORMB Cloud Service and how to use SAML on the Cloud environment for single sign-on.

Intended Audience

This document is intended for the following audience:

- End-Users
- System Administrators
- Consulting Team
- Implementation Team

Organization of the Document

The information in this document is organized into the following sections:

Section No.	Section Name	Description
Section 1	Introduction	Explains the end user provisioning process.
Section 2	Security Administrator Account	Describes how to setup a security administrator account for the ORMB Cloud Service.
Section 3	User Management Procedures	Describes how to maintain users and user groups for the ORMB Cloud Service.
Section 4	SAML Application	Explains how to use SAML on the Cloud environment for single sign-on.

Conventions

The following conventions are used across the document:

Convention	Meaning
boldface	Boldface indicates graphical user interface elements associated with an action, or terms defined in the text.
<i>italic</i>	Italic indicates a document or book title.
<code>monospace</code>	Monospace indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or information that an end-user needs to enter in the application.

Acronyms

The following acronyms are used in this document:

Acronym	Meaning
CSV	Comma-Separated Values
IDCS	Oracle Identity Cloud Service
JWT	JSON Web Tokens
MFA	Multi-Factor Authentication
ORMB	Oracle Revenue Management and Billing
R8	Release 8
SAML	Security Assertion Markup Language
SP	Service Provider
SSO	Single Sign-On
URI	Uniform Resource Identifier
URL	Uniform Resource Locator

Related Documents

You can see the following documents for more information:

Document Name	Description
<i>Oracle Revenue Management and Billing Cloud Service Release 8.1.1 Release Notes</i>	Lists the feature enhancements and client platforms and browsers that are supported in this release. It highlights different roles and responsibilities of Oracle and Customer in deploying, configuring, and maintaining the Oracle Revenue Management and Billing Cloud Service. It also highlights the known issues in this release.
<i>Oracle Revenue Management and Billing Cloud Service Licensing Guide</i>	Lists different features which are offered when you acquire a license for the following cloud services: <ul style="list-style-type: none"> • Oracle Financial Services Revenue Management and Billing • Oracle Insurance Revenue Management and Billing It also provides the licensing information of Oracle software and third-party JARs and components which are included in the above-mentioned cloud services.
<i>Oracle Revenue Management and Billing Cloud Service Federated Identity Configuration Using IDCS</i>	Provides an overview of federated SSO login. It explains how to configure federated SSO login with SAML for the ORMB Cloud Service.

Document Name	Description
<i>Oracle Revenue Management and Billing Cloud Service REST Services Configuration Guide</i>	Explains how to configure federated Web service login to access protected REST services on the ORMB Cloud environments.
<i>Oracle Revenue Management and Billing Cloud Service SFTP Authentication and Access Permissions Guide</i>	Explains how to configure SFTP authentication for the ORMB Cloud Service. It also explains how to access the SFTP server using WinSCP, how to create the directories and files on the SFTP server, and how to set the read, write, and execute permissions for a file or folder on the SFTP server.
<i>Oracle Revenue Management and Billing Cloud Service OAS Reporting Solution</i>	Provides an overview of the ORMB SaaS reporting architecture. It also explains how to use Oracle Analytics Server (OAS) for ORMB SaaS reporting.
<i>Oracle Revenue Management and Billing Chatbot Configuration Guide</i>	Explains how to integrate Oracle Digital Assistant (ODA) with the ORMB Cloud Service.
<i>Oracle Revenue Management and Billing Chatbot User Guide</i>	Explains how to use the menu based Chatbot introduced in the ORMB Cloud Service.
<i>Oracle Revenue Management and Billing ML Integration Guide</i>	Explains how to integrate Machine Learning (ML) with the ORMB Cloud Service for anomaly detection.

Access to Oracle Support

Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

Change Log

Revision	Last Update	Updated Section	Comments
1.1	17-Sep-2024	Cover Page	Updated Information
		Copyright Notice	Updated Information
		Preface	Updated Information

Contents

1.	Introduction	1
1.1	Identity Cloud Service Tenancy	1
1.2	Overview.....	2
1.2.1	Activate Security Administrator Account.....	2
1.2.2	Evaluate Federated Single Sign-On Requirements	2
1.2.3	Modify Oracle Identity Cloud Service Settings	2
1.2.4	Prepare User Community	2
2.	Security Administrator Account.....	3
2.1	Setting Up the Security Administrator Account	3
2.2	Verifying Security Administrator Identity Cloud Service Access	3
2.3	Verifying Subscription Contents	4
2.4	Exploring Applications	4
3.	User Management Procedures.....	5
3.1	Setting Up a New User.....	5
3.1.1	Add User Details.....	5
3.2	Setting Up a New Security Administrator.....	7
3.2.1	Security Administrator	7
3.2.2	Identity Administrator	8
3.3	Updating or Removing a User	8
3.3.1	Update User Details	8
3.3.2	Remove User	9
3.4	Managing Groups	9
3.4.1	Add Groups	9
3.4.2	Add Users	10
3.5	Advanced User and Access Management - Identity Cloud Service Admin Console.....	10
3.5.1	Managing Users	10
3.5.2	Managing Groups.....	11
3.5.3	Managing Applications.....	11
3.6	Bulk User and Group Import/Export	11
3.6.1	Downloading the CSV templates	11
3.6.2	Bulk User Import	12
3.6.3	Bulk User Export.....	14
3.6.4	Bulk Group Import	14
3.6.5	Bulk Group Export.....	15
3.7	Adding Groups in Application.....	16
3.8	Pre-Defined Application Roles.....	17
4.	SAML Application.....	18

4.1 Adding SAML Application 18

4.2 Import Metadata for a SAML Identity Provider 20

1. Introduction

End user provisioning involves creating user records and granting appropriate access for users of Oracle Revenue Management and Billing (ORMB).

1.1 Identity Cloud Service Tenancy

Identity cloud service tenancy is provided to the customer as part of the service subscriptions. The following configurations are defined in Identity Cloud Service:

- **Application** - In ORMB Cloud service, the application represents a single environment: either Production or non-Production. Applications are created by the subscription provisioning process.
- **Application Role** - In ORMB cloud service, the Application Role represents an entitlement to access a component within the environment. Assigning a user to an Application Role provides this user with access to this component. Application Roles are created by the subscription provisioning process.
- **User** - Users represent a human or non-human entity that is accessing the environment. User records are created and managed by the Security Administrator.
- **Group** - Groups comprise of one or more users. Groups are created and managed by the Security Administrator.

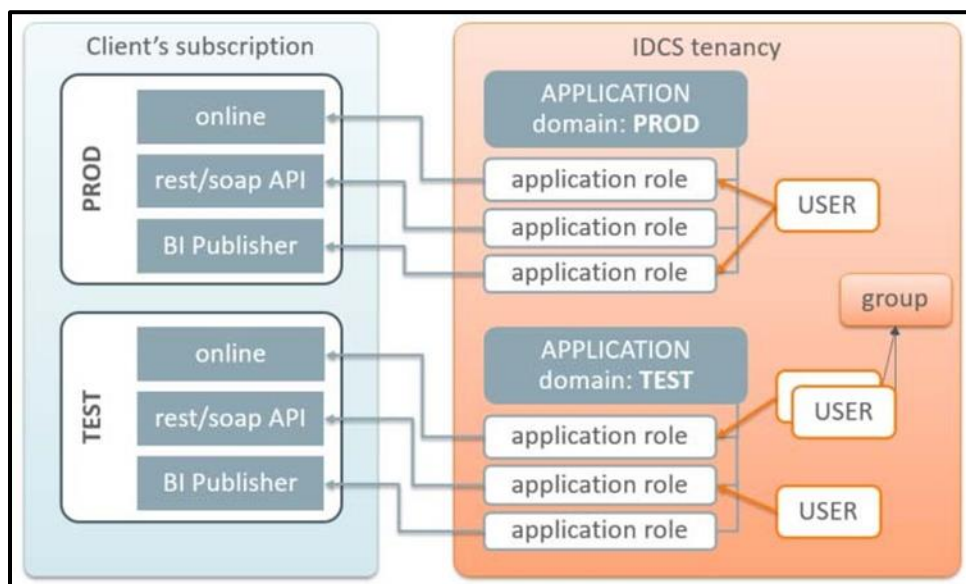


Figure 1: IDCS Tenancy

1.2 Overview

This section provides an overview of the initial set up of your cloud server user community including:

- Activate Security Administrator Account
- Evaluate Federated Single Sign-On Requirements
- Modify Oracle Identity Cloud Service Settings
- Prepare User Community

1.2.1 Activate Security Administrator Account

Access the Oracle Identity Cloud Service (IDCS) Admin console and perform the verification of the provisioned environments. Follow the steps described in the [Security Administrator Account](#) section.

1.2.2 Evaluate Federated Single Sign-On Requirements

If you are using IDCS as your only identity management system, proceed with adjusting the IDCS cloud settings followed by the user community setup. Otherwise, if the user identities are managed by an existing enterprise identify management system, then evaluate any Federated Single Sign-On (SSO) requirements.

1.2.3 Modify Oracle Identity Cloud Service Settings

Modify Oracle Identity Cloud Service (IDCS) settings as follows:

- Define user naming conventions and decide whether the email address will be used as the username. If not, you may want to include username in the communication emails.
- Update the notifications further to include additional details, for example, the contact information of the technical support team.
- Evaluate the default Password Policy and amend according to your organization's requirements.
- Customize the look of the IDCS login page with your company's branding elements (optional).

1.2.4 Prepare User Community

Determine the list of users who require access to the provisioned environments:

- Provide access to the non-production environments for key members of the implementation team
- Provide access to the production environment users

2. Security Administrator Account

This section describes how to set up a security administrator account for user provisioning, including:

- Setting Up the Security Administrator Account
- Verifying Security Administrator Identity Cloud Service Access
- Verifying Subscription Contents
- Exploring the Applications

2.1 Setting Up the Security Administrator Account

The account for the Security Administrator is created during the tenancy provisioning. The customer provides the name and the email address of the intended security administrator as part of the service order. Once the order is completed the Security Administrator receives a cloud account activation email.

The activation email contains:

- Activation URL
- The username and the temporary one-time password

Security administrators should use the following procedure for first time logging into the Oracle Cloud Account Portal:

1. Press the activation link or copy the link into the internet browser's address. You will be redirected to the login page.
2. Enter the username and the temporary password.
3. Follow the prompts to create a new permanent password. This redirects you to the Oracle Cloud Account Portal dashboard.

2.2 Verifying Security Administrator Identity Cloud Service Access

Expand the Security option on the navigation pane and click Administrators.

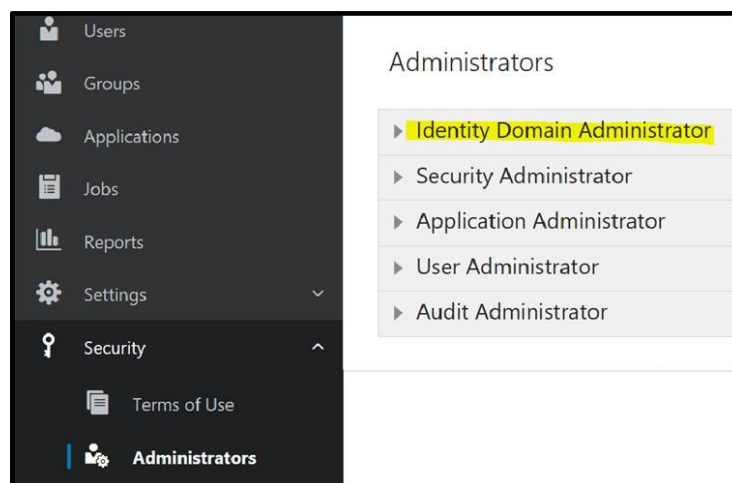


Figure 2: Identity Domain Administrator

On the **Administrators** page, click **Identity Domain Administrator** and verify that your name is on the list of Identity Domain Administrators.

2.3 Verifying Subscription Contents

Click **Applications** on the navigation pane. The main panel displays a list of available applications. Oracle Management and Billing Cloud service subscription contains at least one production and one or more non-production environments.

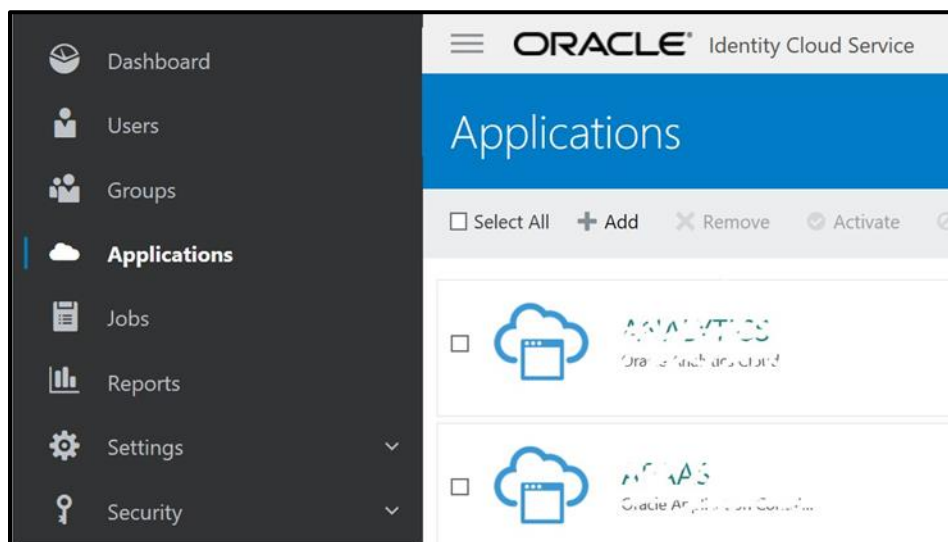


Figure 3: Applications

2.4 Exploring Applications

Click on one of the applications on the list and display the single application. Most of the information is system-generated and read-only. Users can be assigned to Application Roles within the application.

While the application represents a single environment, the different Application Roles represent different components within the environment. To authorize a user's access to a certain component, the user must be assigned to a corresponding Application Role.

3. User Management Procedures

This section contains general procedures related to managing users and groups, including:

- Setting Up a New User
- Setting Up a New Security Administrator
- Updating or Removing a User
- Managing Groups
- Advanced User and Access Management - Identity Cloud Service Admin Console
- Adding groups in application
- Pre-defined Applications role

3.1 Setting Up a New User

Click **Add** on the **Users** tab of the **User Management** portal to set up a new user.

3.1.1 Add User Details

You can create user accounts only if you are granted access to the identity domain administrator or user administrator role in the **Administrators** page of the **Identity Cloud Service** console. Use following steps to add user:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, click **Users**, and then click **Add**.
2. In the **First Name** and **Last Name** fields of the **Add User** window, enter the user's first and last name.
3. Leave the "Use the email address as the username" check box selected.
4. In the **Email** field, enter the email address for the user account.
5. To assign the user account to a group, click **Next**. Otherwise, click **Finish**.

Important: It is mandatory to assign a User Group to a user and that the user group (which is being assigned) must already be present (if not, then create it) in ORMB and that the user group must have access to C1-USRLOGINDTLS application service.

Add User

Step 1: Add User Details

The user name will be used to log in, and the email address will be flagged as the primary email address for the user.

First Name

* Last Name

* User Name / Email

Use the email address as the user name

Figure 4: Add User Details

6. In the **Add User** window, select the check box for each group that you want to assign to the user account. Click **Finish**.

Add User

Step 2: Assign User to Groups (Optional)

Select All

Selected: 1 [Clear Selection](#)

Name	Description
<input checked="" type="checkbox"/> ALL_SERVICES	This is ALL_SERVICES group for ORMB

Figure 5: Assign User to Groups

7. Activating a user account reinstates the access rights of the user account for Oracle Identity Cloud Service.
 - a. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Users**.
 - b. Select the check box for each deactivated user account that you want to activate. To activate all deactivated user accounts, search for accounts with a status of Inactive and then select the **Select All** check box.

- c. Click **Activate**.
- d. In the **Confirmation** window, click **OK**.

3.2 Setting Up a New Security Administrator

The new security administrator is configured as follows:

1. Add a new user record as shown above.
2. Grant administrative roles to the new user.

3.2.1 Security Administrator

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Security**.
2. Click **Administrators** (the user with the gear icon in the Security menu).
3. Click a security role title (for example, Security Administrator), and then click **Add**.
4. Search and select the users you want to assign as administrators, and then click **OK**.

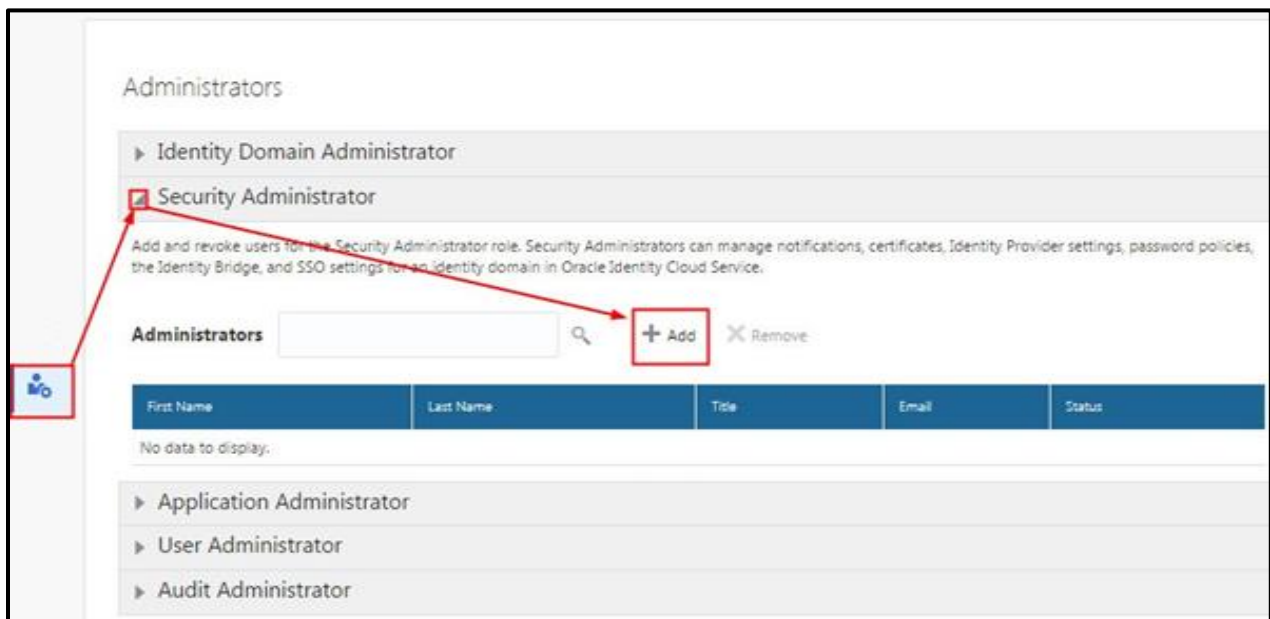


Figure 6: Security Administrator

3.2.2 Identity Administrator

Identity administration roles authorize users to manage configurations and administer Identity Cloud Service. There is various level of access:

- User Administrators are allowed to create and manage users and groups.
- The Application Administrator role is limited to the Application configuration and lifecycle.
- Audit and Security Administrator roles provide access to basic security settings and Identity-related reports.
- The Identity Domain Administrator role includes all the above.

To grant administrative role to the user in Identity Cloud Service:

1. Filter the services list and locate an Identity Cloud service.
2. Select one or more roles from the list or click **Add Admin Roles** to add all available roles at once.

3.3 Updating or Removing a User

User records are displayed on the User Management portal.

3.3.1 Update User Details

To update details for a user, select the user or click on the action menu icon to open the user record and update the user information as appropriate.

The screenshot displays the user management interface for a user named Eric Fox. The header shows the user's initials 'EF', name 'Eric Fox', and status 'Active' with a 'Reset Password' link. Below the header are tabs for 'Details', 'Groups', and 'Access'. The 'Account Information' section contains a form with the following fields:

* User Name	eric.fox@example.com	* Email	eric.fox@example.com
Prefix		Recovery Email	eric.fox@example.com
First Name	Eric	Instant Messaging Address	
Middle Name		Home Phone Number	
* Last Name	Fox	Mobile Phone Number	
Suffix		Federated	<input type="checkbox"/> No
		Authenticated By	Oracle Identity Cloud Service

An 'Update User' button is located in the top right corner of the form area.

Figure 7: Account Information

Note: First and Last names are editable. The email address is editable only if not used as username (login)

3.3.2 Remove User

To remove a user, click **Remove** from the menu.

The screenshot shows the user management interface for 'Eric Fox'. The user's status is 'Active'. A dropdown menu is open, showing options: Remove, Deactivate, Reset Factors, Generate Bypass Code, and Unlock User. The 'Remove' option is highlighted. The user's account information is displayed below the menu, including fields for User Name, Email, Prefix, First Name, Middle Name, Last Name, Suffix, Recovery Email, Instant Messaging Address, Home Phone Number, Mobile Phone Number, Federated status, and Authenticated By.

Figure 8: Removing a User

Note: Removing a user is irreversible.

3.4 Managing Groups

Click the **Groups** tab on the **User Management** portal. The portal displays a list of all available group.

3.4.1 Add Groups

You can create groups in Oracle Identity Cloud Service. Use following steps to add Groups:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Groups**.
2. Click **Add**.
3. In the **Name** and **Description** fields of the **Add Group** window, enter the name and descriptive information about the group.
4. To allow users to request access to this group, click **User can request access**.
5. To assign user accounts to the group, click **Next**. Otherwise, click **Finish**.
6. Select the check box for each user account that you want to assign to the group, and then click **Finish**.

Note: To search for a user account to assign to the group, enter all or part of the beginning of the username, first name, or last name of the user account that you want to locate in the search field, and press **Enter**.

3.4.2 Add Users

To add users to a group, click on the group name on the list or use the **Edit** menu action. The portal displays the selected group record. Click the **Users** tab, then click **Add Users** to add one or multiple users to the group.

3.5 Advanced User and Access Management - Identity Cloud Service Admin Console

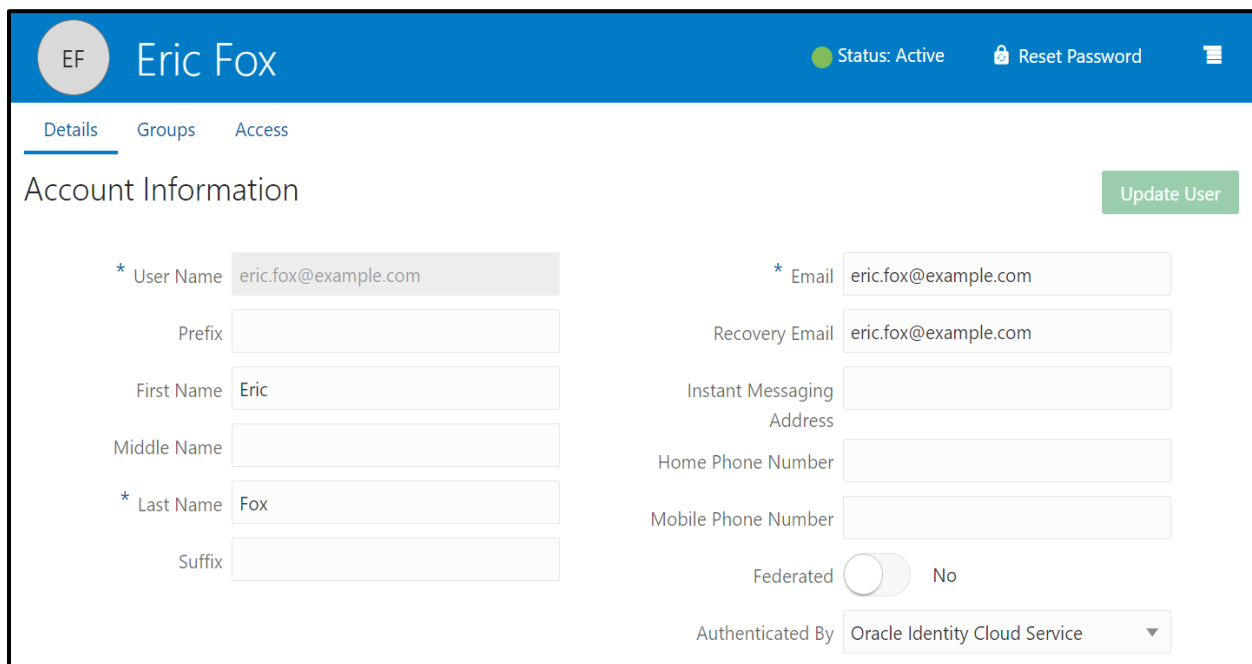
Use the Identity Cloud Service admin console to manage applications, perform advanced user management and administer general and security settings also view basic reports.

3.5.1 Managing Users

Users can be added and maintained via Identity Cloud Service admin console. Access the Users portal from the Identity Cloud Service admin console dashboard or from the navigation bar.

Select one or more users from the list and select the appropriate action. In addition to add and remove, the following actions are also available:

- Resend Invitation
- Reset Password
- Activate/Deactivate User
- Update User information and preferences (on individual User record)
- Unlock User (on individual User record)



The screenshot shows the user management interface for Eric Fox. At the top, there is a blue header with the user's profile picture (EF), name (Eric Fox), status (Active), and a Reset Password button. Below the header, there are tabs for Details, Groups, and Access. The main content area is titled "Account Information" and contains a form with various fields for user details. A green "Update User" button is located in the top right corner of the form area.

* User Name	eric.fox@example.com	* Email	eric.fox@example.com
Prefix		Recovery Email	eric.fox@example.com
First Name	Eric	Instant Messaging Address	
Middle Name		Home Phone Number	
* Last Name	Fox	Mobile Phone Number	
Suffix		Federated	<input type="checkbox"/> No
		Authenticated By	Oracle Identity Cloud Service

Figure 9: Managing a User

3.5.1.1 Resend Invitation to Service

The initial email invitation to access the service is sent to the user immediately upon user record creation. This invitation is expired after certain period.

3.5.1.2 Reset Password

Resets a single, multiple, or all passwords. Users will receive a password reset email notification immediately

3.5.1.3 Activate/Deactivate User

User can be temporarily activated or deactivated. The email notification is sent to the user immediately. If the deactivation lasts longer than the password rotation period, the activation will cause password reset.

3.5.2 Managing Groups

Users and groups can be added and maintained using the Identity Cloud Service admin console. Access the **Groups** portal from the Identity Cloud Service admin console dashboard or from the navigation bar. Select one or more entries from the list. In addition to add and remove, the following actions are available:

- Import Groups
- Export Groups

3.5.3 Managing Applications

The applications that represent the provisioned services are pre-created during the service order processing. The Application Roles are also pre-configured. The administrator is authorized to activate or deactivate certain applications, assign users to Application Roles, and perform import and export of application role's members.

3.6 Bulk User and Group Import/Export

This section describes how to perform bulk user and user group import and export.

3.6.1 Downloading the CSV templates

To download the CSV template for bulk user and user group import:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Users**.
2. Click **Import**.
3. Click **Download sample file**.

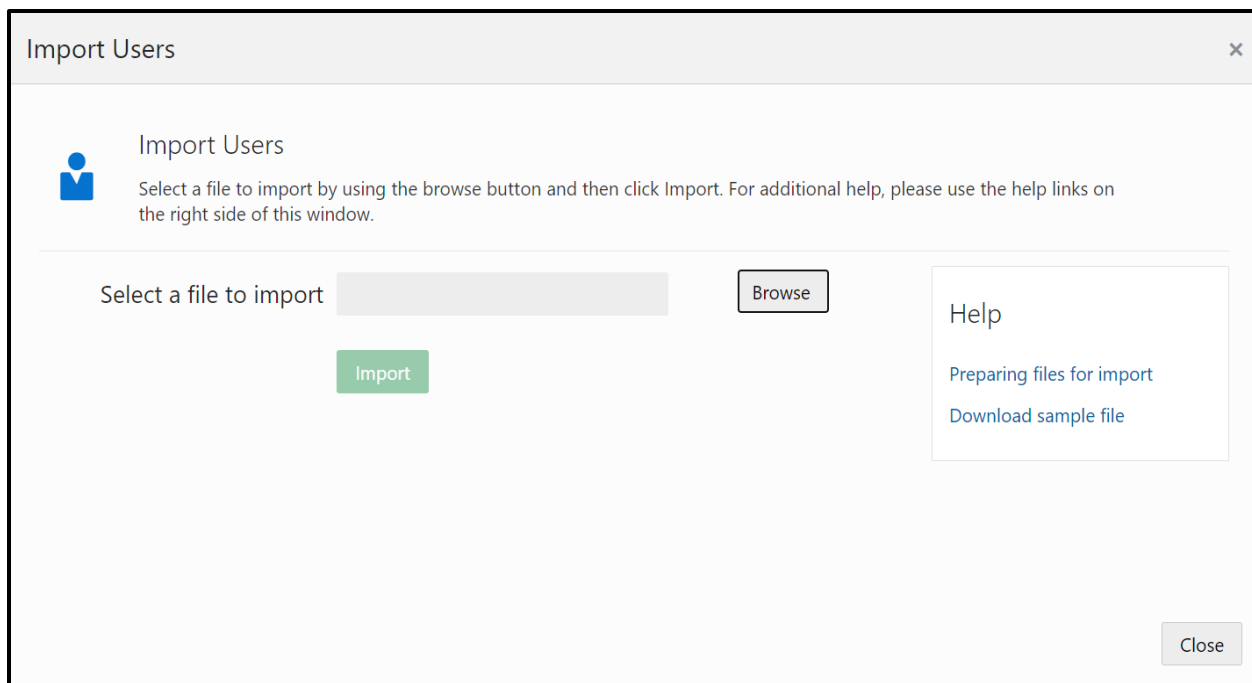


Figure 10: Download Sample File

Note: The sample files can be used as a template (or boilerplate) for creating your own user's CSV file for import.

4. Save the **bulkImportSampleFilesCSV.zip** file to your local disk and minimize your browser.
5. Extract the **bulkImportSampleFilesCSV.zip** file contents. The **bulkImportSampleFilesCSV.zip** file contains CSV templates for importing users (Users.csv) and groups (Groups.csv) to Oracle Identity Cloud Service.

Note: CSV file downloading procedure in case of Bulk group import is same as Bulk User import.

3.6.2 Bulk User Import

If you are an identity domain administrator or a user administrator, you can batch import user accounts using a comma-separated values (CSV) file. Before you can import user accounts, first create a CSV file that is properly formatted for the import process. To create and prepare a file for import, follow these steps:

1. Create an import file using the Users.csv file. The Users.csv file is a simple text file in a tabular format (rows and columns). The first row in the file defines the columns (fields) in your table.

Note: The maximum number of rows in the user import file must not exceed 100,000 and the import file size must not exceed 52 MB. Save the file with UTF-8 for encoding. At a minimum, the file must have these exact column headings and the fields in these columns must be unique.

2. For each account, create a new row (line) and enter data into each column (field). Each row equals one record.
3. The IDs of the users that you want to import into Oracle Identity Cloud Service must contain at least three characters. The names of the groups that you want to import into Oracle Identity Cloud Service must contain at least five characters.

- When importing users, the attribute **Recovery** cannot be specified as one of valid values for Primary Email Type. The valid values for Primary Email Type are home, work, or other.
- If you are uploading a CSV file with modified email addresses, make sure to include the Primary Email Type attribute in the template's header to trigger the change. For each user with a modified email address, add an appropriate value (either home, work, or other) in the Primary Email Type column.

Note: Save the file with UTF-8 for encoding. If you do not save the file in the CSV format with UTF-8 encoding, the import fails. Saving the file in UTF-8 format ensures that non-English characters display properly.

- For each account, create a new row (line) and enter data into each column (field). Each row equals one record.
- In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Users**.
- Click **Import**.
- In the **Import Users** dialog box, click Browse to locate and select the CSV file that contains the user accounts to import.
- Click **Import**.

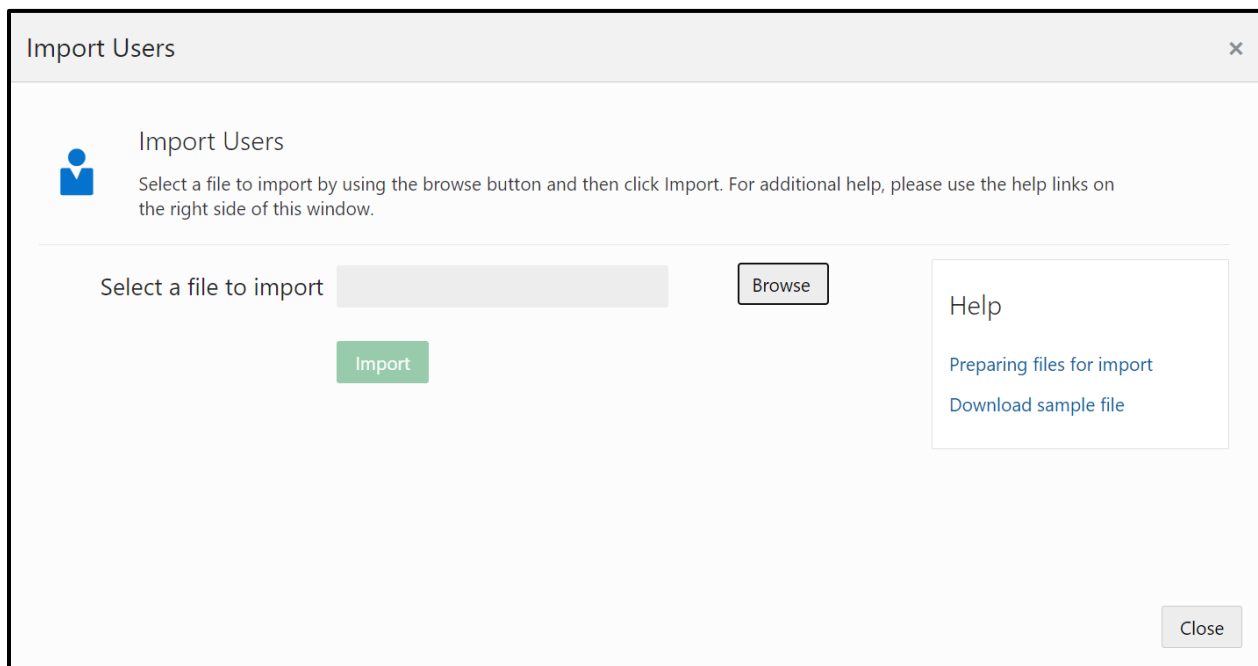


Figure 11: Import Users

- Once the import is complete, the screen displays details of the import like:
 - Percent Complete
 - Total Users
 - Users Imported
 - Users Failed to Import

Note: Click on 'Users Failed to Import' for details of each user that failed import. Please note that Oracle Identity Cloud Service handles user errors individually during the import.

3.6.3 Bulk User Export

To export information of bulk users:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Users**.
2. Click **Export**.
3. You can Export all users or the one you have selected.
4. After selecting Export, you will get the job id and receive one mail.
5. Go to job id and exported users will be visible.

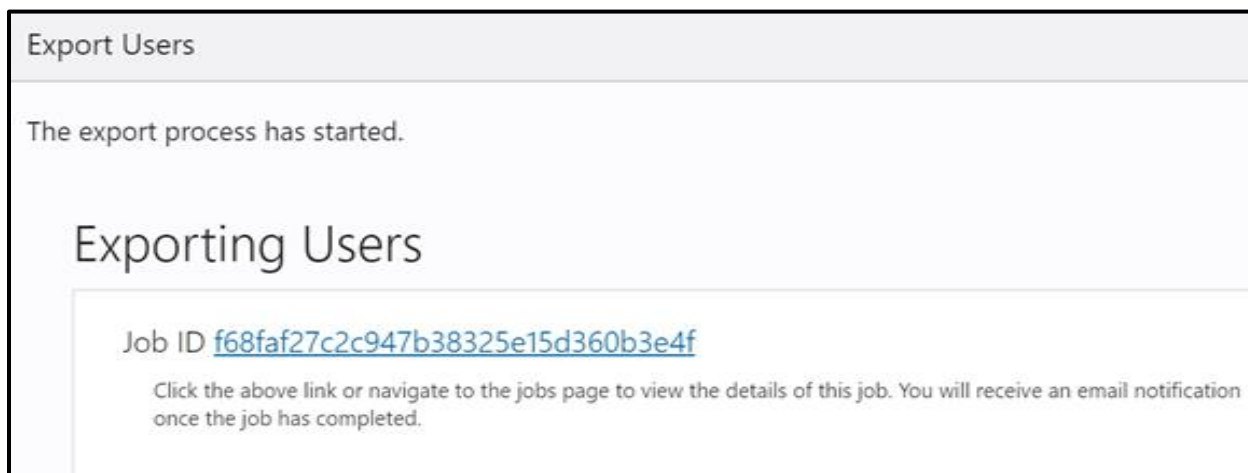


Figure 12: Exporting Users

3.6.4 Bulk Group Import

To import information of bulk user groups:

1. In the **Oracle Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Groups**.
2. Click **Import**.
3. Click **Browse**.
4. Select the CSV file with your groups for import.
5. Click **Import**.

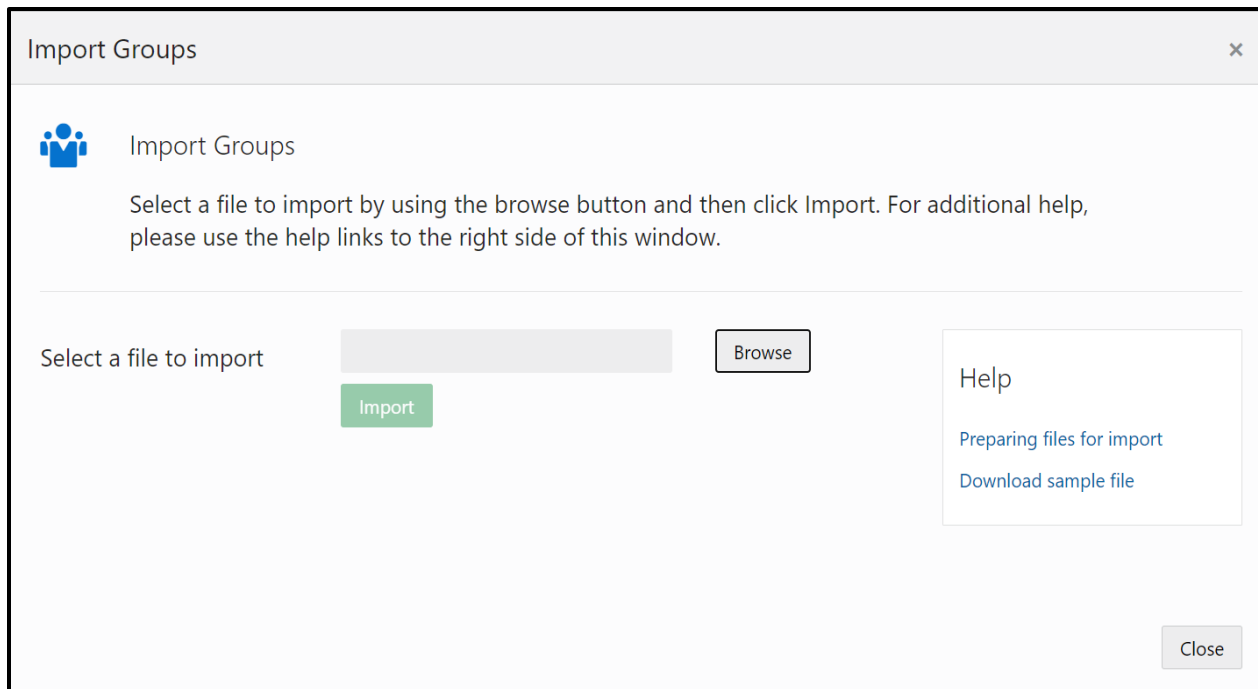


Figure 13: Import Groups

After uploading the file, Oracle Identity Cloud Service displays a Job ID for import processing. If the job completes with error, click on View Details see the error message that helps to identify the reason for failure.

3.6.5 Bulk Group Export

To export information of bulk user groups:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, and then click **Group**.
2. Click **Export**.
3. You can Export all group or the one you have selected.
4. After selecting Export, you will get the job id and receive one mail.
5. Go to job id and exported Group will be visible.

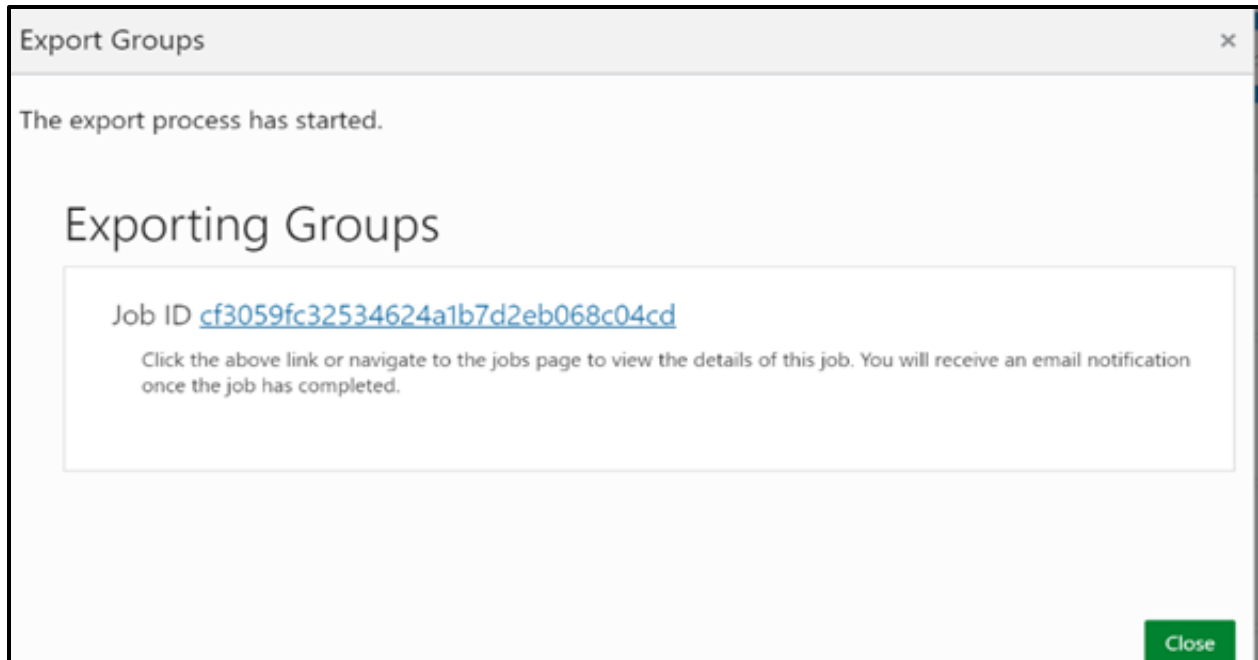


Figure 14: Exporting Groups

3.7 Adding Groups in Application

To add user groups in the system:

1. Go to **Applications** and go to **Groups** tab.

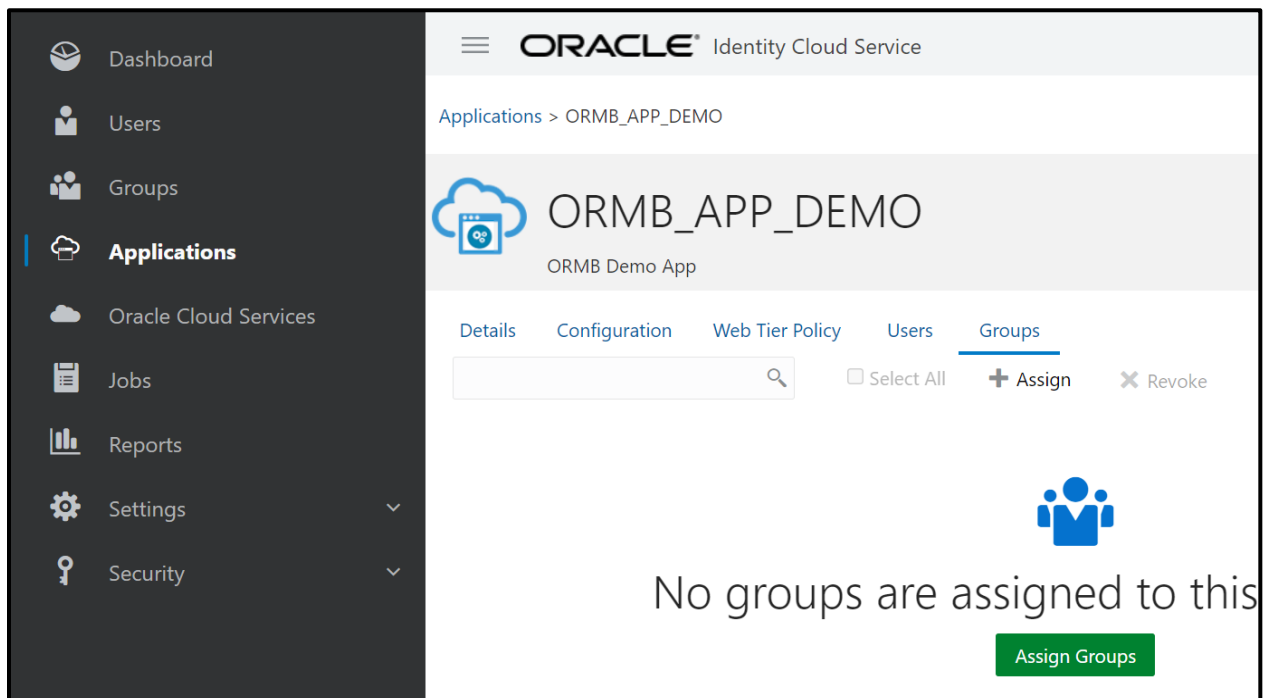


Figure 15: Adding Groups

2. Click **Assign** and then we can add single or multiple groups and click **OK**.

Assign Groups

i Please select up to 40 groups to assign.

Select All ALL_SERVICES

	Name	Description
<input type="checkbox"/>	ALL_SERVICES	This is ALL_SERVICES group for ORMB

Figure 16: Selecting Groups

3.8 Pre-Defined Application Roles

The following roles are pre-defined in the Applications that represent Oracle Management and Billing Cloud service environments. Each role represents an entitlement within the environment and grants user an access to a certain component:

Administrator Role	Privileges
Identity domain administrator	Has super user privileges for an identity domain in Oracle Identity Cloud Service
Security administrator	Manage Oracle Identity Cloud Service system configuration and security settings for an identity domain in Oracle Identity Cloud Service
Application administrator	Manage Oracle Identity Cloud Service applications
User administrator	Manage users, groups, and group memberships for an identity domain in Oracle Identity Cloud Service
User manager	Manage all users or users of selected groups in Oracle Identity Cloud Service
Audit administrator	Run reports for an identity domain in Oracle Identity Cloud Service
Users	Users can update their profiles, reset their passwords, change their email preferences, link their social accounts to Oracle Identity Cloud Service, request access to groups and applications, view their access requests, access groups and applications assigned to them, and enroll in Multi-Factor Authentication (MFA).

4. SAML Application

This section provides a detailed idea about how to create a Security Assertion Markup Language (SAML) application and grant it to users so that your users can single sign-on (SSO) into your SaaS applications that support SAML for SSO.

4.1 Adding SAML Application

To add the SAML application:

1. In the **Identity Cloud Service** console, expand **Navigation Drawer**, and then click **Applications**.
2. Click **Add**.
3. In the **Add Application** window, click **SAML Application**.
4. In the **App Details** section of the **Add SAML Application** page, provide values for the following fields:
 - a. In the **Name** field, enter a name for the application.
 - b. In the **Description** field, enter 250 or fewer characters to provide a description of the application.
 - c. Click **Upload** to add an icon for your application.
 - d. In the **Application URL / Relay State** field, enter a value, which will be sent to the SAML SP (Service Provider) as the SAML Relay State parameter.
 - e. In the **Custom Login URL** field, specify a custom login URL. However, if you are using a default login page provided by Oracle Identity Cloud Service, then leave this field blank.
 - f. In the **Custom Logout URL** field, specify a custom logout URL. However, if you are using a default login page provided by Oracle Identity Cloud Service, then leave this field blank.
 - g. In the **Custom Error URL** field, enter the error page URL to which a user must be redirected, in case of a failure. This is an optional field. However, if not specified, the tenant specific Error page URL will be used. If both the error URLs are not configured, then the error will be redirected to the Oracle Identity Cloud Service Error Page (/ui/v1/error).
 - h. In the **Linking callback URL** field, enter the URL that Oracle Identity Cloud Service can redirect to after linking of a user between social providers and Oracle Identity Cloud Service is complete. This is an optional field.
5. In the **Tags** section of the **Add SAML Application** page, click **Add Tag** to add tags to your SAML application to organize and identify it. This is optional.
6. In the **Display Settings** sections of the **Add SAML Application** page, make the following selections:
 - a. Select **Display in My Apps** check box to specify whether you want the SAML App to be listed on the **My Apps** page.
 - b. Select the **User can request access** check box if you want the app to be listed in the Catalog. This option allows end users to request access to the app from their My Apps page by clicking **Add** and then selecting the app from the Catalog.

Note: Do not forget to activate the application (after completing setup) so that users can request access.

7. Click **Next** to configure SSO details for the SAML application.

8. In the **General** section of the **SSO Configuration** page, define the following:
 - a. **Entity ID** - Enter a globally unique name for a SAML entity. It usually takes a URL of an identity provider as a value.
 - b. **Assertion Consumer URL** - Enter the URL to which the SAML identity provider will send the SAML assertion. This URL must begin with either the HTTP or HTTPS protocol.
 - c. **NameID Format** - Select the type of format is “Unspecified” to use for the NameID.
 - d. **NameID Value** - Select the NameID Value to identify the user that is logged in. Chose available option “User Name”.
 - e. **Signing Certificate** - Upload the signing certificate that is used to encrypt the SAML assertion.
9. Expand **Advanced Settings** on the **SSO Configuration** page, and then use the following to define a more fine-grained SAML configuration:
 - a. **Signed SSO** - Select Assertion and Response to indicate that you want the SAML assertion and response signed.
 - b. **Include Signing Certificate in Signature** - Select the check box to include the signing certificate in the signature.
 - c. **Signature Hashing Algorithm** - Select SHA-256.
 - d. **Enable Single Logout** - We are not supporting single logout.
 - e. **Encrypt Assertion** - Select if you want to encrypt the assertion, and then define the encryption algorithm that you want to use and upload the encryption certificate.
 - f. **Encryption Certificate Link** - Used to upload the encryption certificate that is used to encrypt the SAML assertion.
 - g. **Encryption Algorithm** - Select which encryption algorithm you want to use to encrypt the SAML assertion.
 - h. **Key Encryption Algorithm** - Select which key encryption algorithm you want to use to encrypt the SAML assertion.
10. Expand **Attribute Configuration** on the **SSO Configuration** page to add user-specific and group-specific attributes to the SAML assertion.
11. Click the plus sign next to Attributes, and then use the following table to specify the user attribute that you want to include.
12. When you are creating SAML app from scratch rather than creating a preconfigured SAML app created from the App Catalog, the **Authentication and Authorization** section appears. The **Enforce Grants as Authorization** check box is selected by default. This check box enables users to access only the application that you assigned or granted access to. If the check box is selected, Oracle Identity Cloud Service can control access to the SAML application based on grants to users and groups. If the check box is not selected, any authenticated user has access to the application regardless of the assignment status.
13. To import the Identity Cloud Service signing certificate into your application, click **Download Signing Certificate** to first download the certificate file in PEM format. This certificate is used by the SAML application to verify that the SAML assertion is valid.
14. To import the **Identity Cloud Service Identity Provider** metadata into your application, click **Download Identity Provider Metadata** to first download the metadata file in XML format. The SAML application needs this information so that it can trust and process the SAML assertion that is generated by Identity Cloud Service as part of the federation process. This information includes, for example, profile and binding support, connection endpoints, and certificate information.

15. Click **Finish**. The application is added in a deactivated state. To activate the application, click **Activate**, and then click **OK** in the **Confirmation** window.

4.2 Import Metadata for a SAML Identity Provider

To import metadata for the SAML Identity Provider:

1. In the **Identity Cloud Service** console, expand the **Navigation Drawer**, click **Security**, and then click **Identity Providers**.
2. Click **Add SAML IDP**. The **Add Identity Provider** wizard appears.
3. Use the following values to populate the Details pane of the wizard, and click **Next**:
 - a. **Name** - Enter the name of the IDP.
 - b. **Description** - Enter explanatory information about the IDP.
 - c. **Icon** - Click Upload to add an icon that represents the IDP.
4. Use the following values to populate the **Configure** pane of the wizard, and click Next:
 - a. **Import Identity Provider metadata** - Click this button because you want to configure SSO for the IDP by importing metadata for it.
 - b. **Metadata** - Click Upload. Select the XML file that contains the metadata for the IDP that you want to import.
 - c. **Signature Hashing Algorithm** - From the menu, select the secure hash algorithm used to encrypt the signing certificate for the IDP.
 - d. By default, select the **SHA-256** algorithm.
 - e. If the IDP does not support SHA-256, then select SHA-1.
 - f. **Include Signing Certificate**: To include a signing certificate with your IDP, select this check box. The signing certificate is used to verify the signature of the messages for the IDP. If you do not want to include a signing certificate with your IDP, then leave the check box deselected.
5. Use the following values to populate the **Map** pane of the wizard, and click **Next**:
 - a. **Identity Provider User Attribute** - Select the attribute value received from the IDP that can be used to uniquely identify the user. Select "Name ID"
 - b. **Oracle Identity Cloud Service User Attribute** - Select the attribute in Oracle Identity Cloud Service to which you are mapping the attribute received from the IDP. Select "Username".
 - c. **Requested NameID Format** - select "Unspecified".
6. Use the following table to populate or reference the **Export** pane of the wizard, and click **Next**:
 - a. **Service Provider Metadata** - To export metadata for Oracle Identity Cloud Service, click **Download**. Then, import this metadata into the IDP.
 - b. **Provider ID** - The Uniform Resource Identifier (URI) that uniquely identifies the identity domain. There is a one-to-one relationship between the provider ID and the IDP because the provider ID identifies the IDP uniquely. Because of this relationship, only one IDP can be defined in Oracle Identity Cloud Service with a given provider ID.
 - c. **Assertion Consumer Service URL** - The Uniform Resource Locator (URL) of the service that receives and processes assertions from the IDP
 - d. **Logout Service Endpoint URL** - The URL of the service that receives and processes logout requests from the IDP.

- e. **Logout Service Return URL** - The URL of the service that receives and processes logout responses from the IDP.
 - f. **Service Provider Signing Certificate** - To download a signing certificate for the IDP, click **Download**. Select the file that contains the signing certificate. This certificate is used to verify requests and responses signed by Oracle Identity Cloud Service.
 - g. **Service Provider Encryption Certificate** - To download an encryption certificate for the IDP, click **Download**. Select the file that contains the encryption certificate. The IDP can use this certificate to encrypt the assertion.
7. In the **Test** pane of the wizard, click **Test Login** to test the configuration settings for the IDP.
 8. Click **Next**.
 9. In the **Activate** pane of the wizard, click **Activate** to activate the IDP.
 10. Click **Finish**.