

### **Configuring Provisioning for Plumm**

This guide outlines the necessary steps to efficiently set up provisioning for Plumm

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#### **Features**

Provisioning incorporates the following key functionalities:

- Push New Users Creation of new users via Okta will replicate in the Plumm application
- 2. **Push Profile Updates** Modifications to a user's profile via Okta will synchronise with the Plumm application
- 3. **Push User Deactivation** Disabling a user's access via Okta will deactivate the corresponding user in Plumm (*Deactivation in Plumm involves revoking login access while retaining user information*)
- 4. **Reactivate Users** User accounts can be reactivated within the application

### Requirements

Before continuing provisioning for Plumm, contact the Plumm support team to activate this feature.

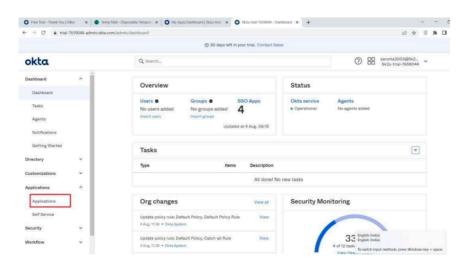




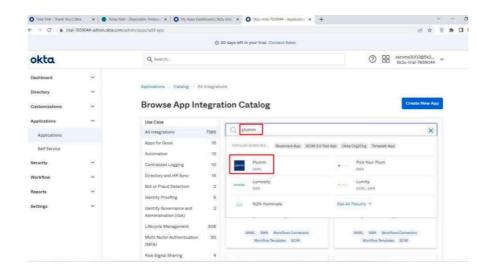
### **Step-by-step configuration instructions**

To commence, get in touch with the Plumm Support Team and specify preferences for Okta login and user provisioning

### 1. Click on "Applications" in the left menu



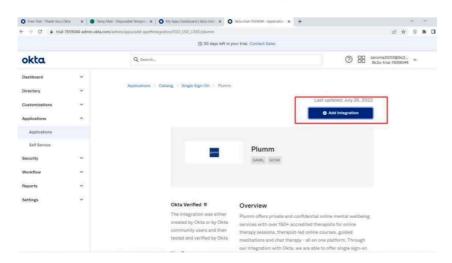
### 2. Search and select the Plumm app from the app catalog



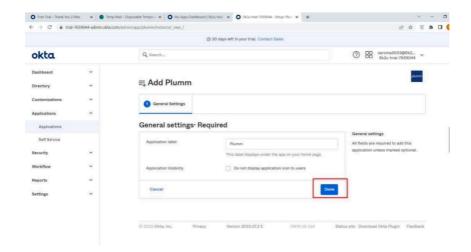




### 3. Click on "Add Integration"



### 4. Click "Done"

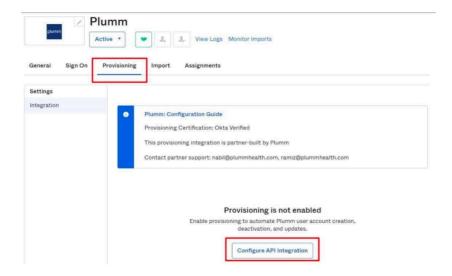


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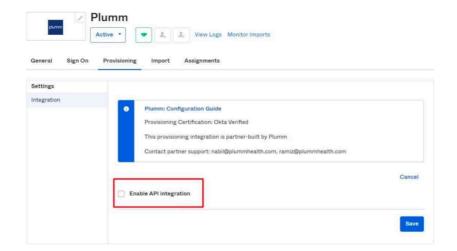
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## 5. Go to the "Provisioning" tab and choose "Configure API Integration"



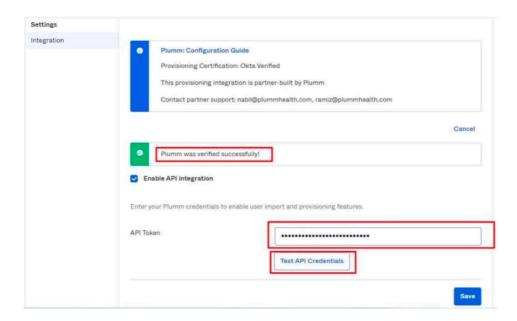
## 6. Enable the provisioning features by checking the corresponding box



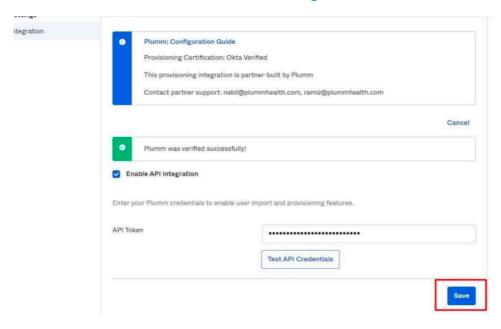


7. Enter the provided API Token and click "Test API Credentials" (If successful, a verification message will appear at the top of the screen

Plumm Api Token:- ph\_\$ecret\_key\_)P(0\*17u6y5t



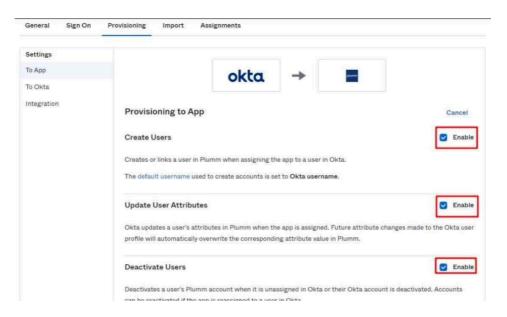
8. Save the settings



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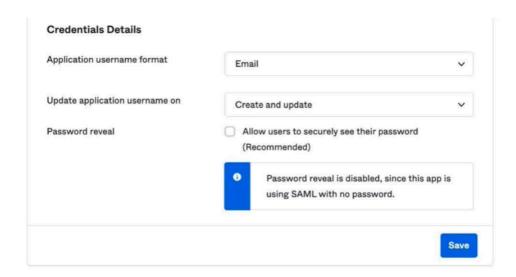


9. On the left panel, select "To App" and opt for "All Provisioning Features"



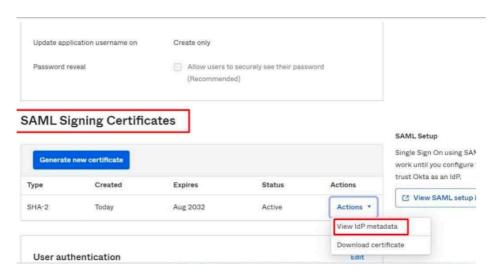
10. Save the changes

11. Specify "Email" as the application username format in the Okta sign-on application tab

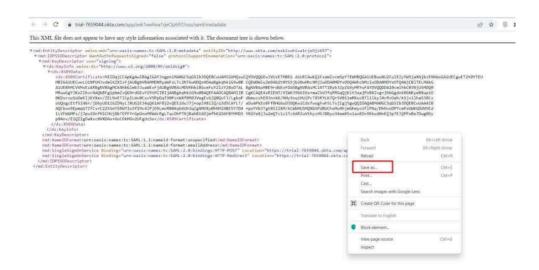




#### 12. Click "Actions" and then select "View IdP metadata"



### 13. Save the file as an XML Document and send it to the Plumm team for confirmation







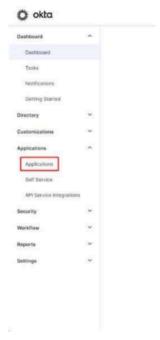
### **Troubleshooting Tips**

- Activating Okta provisioning in Plumm initially requires contacting Plumm Support. Reach out to your customer success manager for queries during configuration
- Note: Plumm doesn't support alterations to usernames or email addresses
- When users are deactivated in Okta, they will also be deactivated in Plumm. Their data remains available as an 'inactive user'. Contact your customer success manager for permanent deletion of user data

### **Error Troubleshooting**

If you're experiencing issues while adding or removing users from the platform, please follow these steps to identify the error causing the failure of these actions

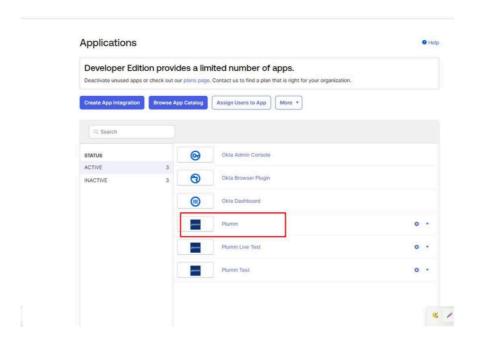
Step 1: Navigate to the main navigation, select "Applications", and click on it



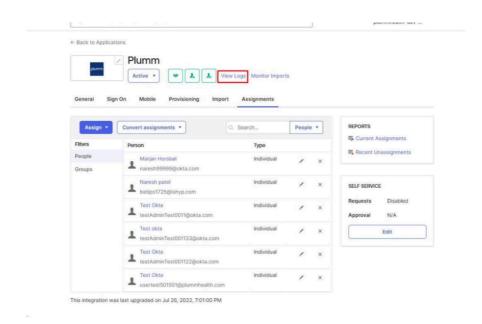




Step 2: On the applications page, locate and click on "Plumm:



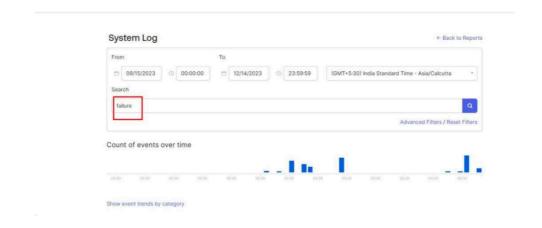
Step 3: Once redirected to the Plumm application screen, click on 'View Logs'



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### Step 4: Withing the System Log page, use the search bar to look for 'Failure'



### Step 5: The system will display records of failed 'Event Information'

