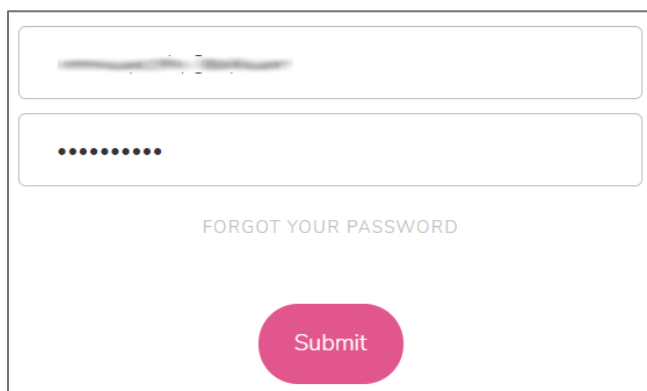


# Configure Breezy HR for Single Sign-On

Configuring Breezy HR for single sign-on (SSO) enables administrators to manage users of Citrix Gateway service. Users can securely log on to Breezy HR by using the enterprise credentials.

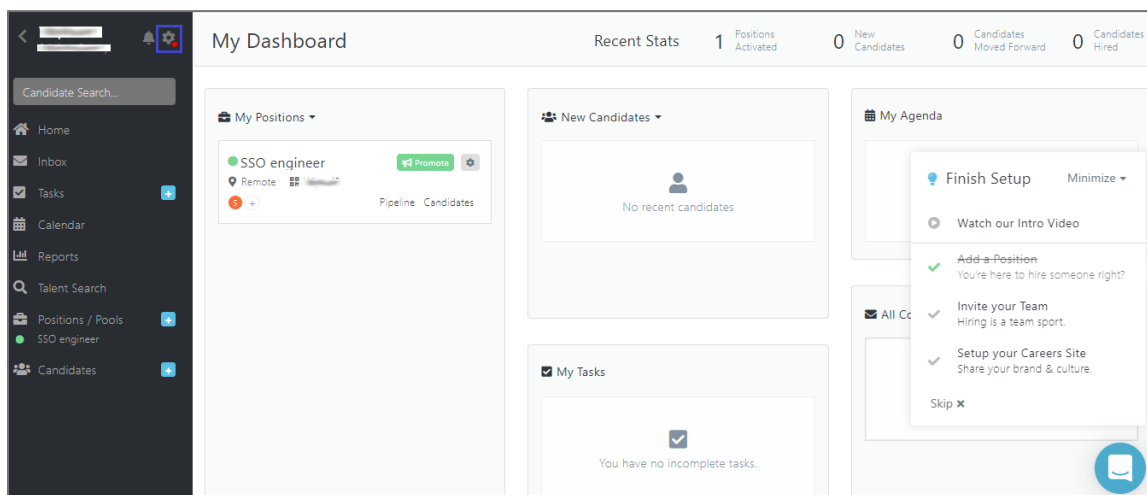
## To configure Breezy HR for SSO by using SAML:

1. In a browser, type <https://app.breezy.hr/signin> and press **Enter**.
2. Enter your Breezy HR admin account credentials (**Email** and **Password**) and click **Submit**.

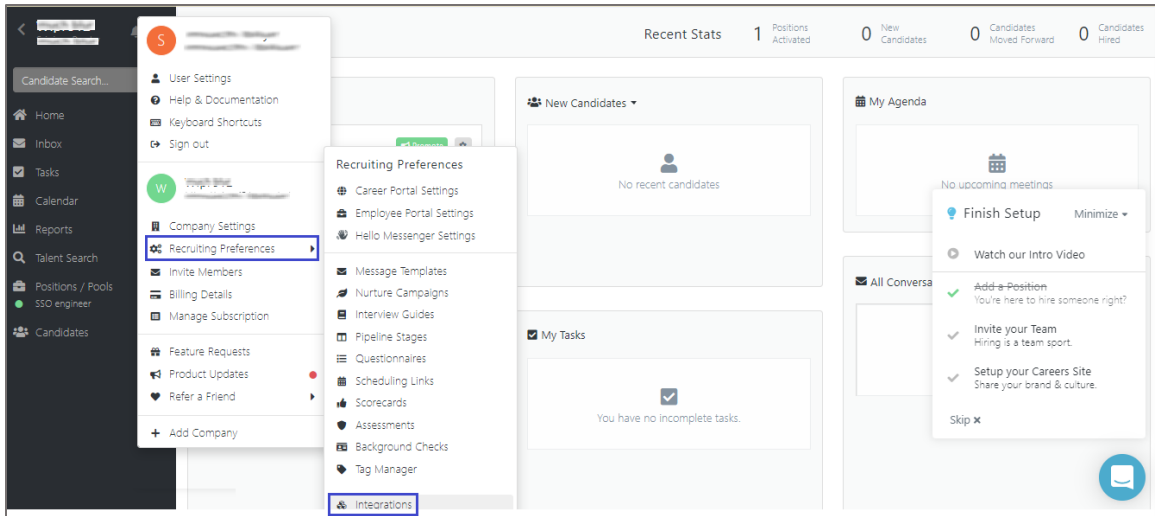


The image shows a login form with two input fields. The top field is for the email address, and the bottom field is for the password, represented by dots. Below the password field is a link that says "FORGOT YOUR PASSWORD". At the bottom of the form is a pink rounded rectangular button labeled "Submit".

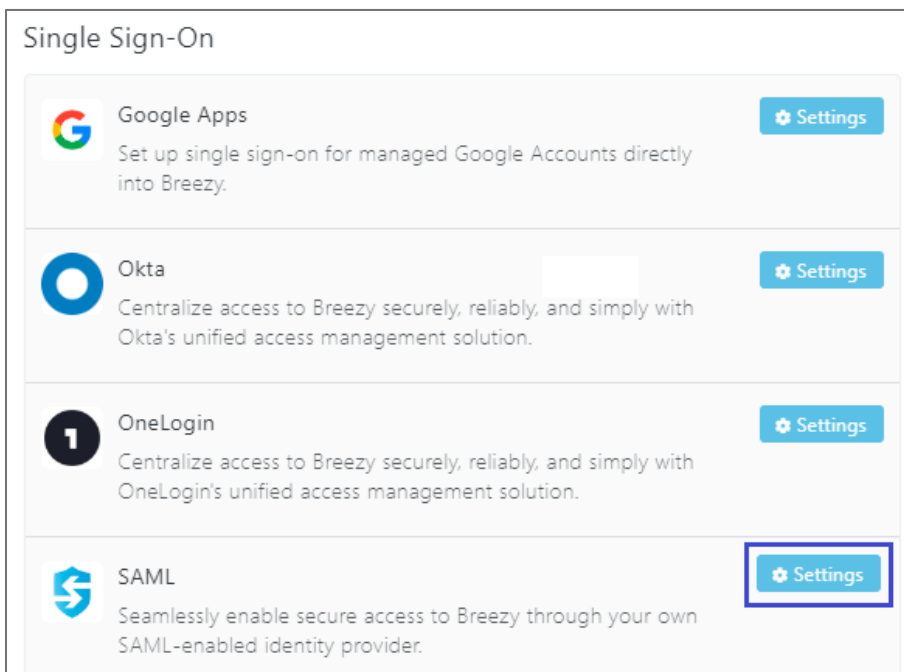
3. In the dashboard page, click the settings icon in the top-right corner of the left pane.



4. Select **Recruiting Preferences > Integrations**.



5. In the **Integrations** window, scroll down and click **Settings** in the **SAML** section under **Single Sign-On**.



6. In the **SAML SSO Settings** pop-up window, enter the values for the following fields:

Required Information	Description
SAML Metadata File	Upload the metadata file in XML format. <b>Note:</b> The IdP metadata is provided by Citrix and can be accessed from the link below: <a href="https://ssb4.mgmt.netscalergatewaydev.net/idp/saml/templatetest/&lt;app_id&gt;/idp_metadata.xml">https://ssb4.mgmt.netscalergatewaydev.net/idp/saml/templatetest/&lt;app_id&gt;/idp_metadata.xml</a>

**SAML SSO Settings** ✕

Seamlessly control access to anyone on your team through Okta.

**Single Sign-On URL**  
You will provide this to your SAML provider during configuration of Breezy:

**SAML Metadata File**  
This file is downloaded from your SAML provider's website in the configuration settings. You can upload a new metadata file at anytime.

[+ Upload Metadata File](#)

**Sign-In Enforcement**  
Require all users of your company to authenticate using this method.

Enabled

✕ Cancel Save Changes

**Note:** Copy the customer ID in the Single Sign-On URL.

7. Click **Save Changes**.