

# Microsoft Azure - Exchange of Metadata: Basic Guideline

## Preparation

1. Go to [Azure Active Directory admin portal](#)
2. Go to *Enterprise Applications*
3. create a new application (create your own application)
  - Name: "Swiss Learning Hub" or something that helps you recognize this configuration again
  - Select: **Integrate any other application you don't find in the gallery (Non-gallery)**
4. Go to *Single sign-on* and choose SAML
  1. On step 2 (Attributes & Claims): change the *Attributes & Claims* if necessary. As *Unique User Identifier (Name ID)* the same variable must be used, which contains the value that is identical to the Swiss Learning Hub username.
  2. On step 3 (SAML Certificates): Copy the *App Federation Metadata URL*. **Send this link (or Metadata XML behind this link) to your Swiss Learning Hub contact.**
5. Go to *Users and groups* and add users or groups to be authorized for authentication.

## Receive the metadata of Swiss Learning Hub

1. Go to [Azure Active Directory admin portal](#)
2. Go to *Enterprise Applications*
3. Choose the Swiss Learning Hub application
4. Go to *Single sign-on* and choose SAML
5. Upload the received metadata file.

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Revision #3

Created 24 November 2023 13:57:35 by Alain Zoja

Updated 11 April 2024 09:37:13 by Sascha Jaggy